

## Directives and Forms Catalog

Publication 223

December 2022

1. **Purpose.** This catalog lists all national Postal Service directives and forms, as well as government forms and documents used by the Postal Service. This is a complete revision of the September 2022 edition. Revisions appear regularly in the *Postal Bulletin* under “Directives and Forms Update.” This issue contains all of the revisions published in the *Postal Bulletin* through January 12, 2023.
2. **Directives and Forms Management.** The policies and procedures for originating, developing, revising, and managing policy and procedure documents are contained in:
  - Management Instruction (MI) AS-310-2013-6, *Management of Policy and Procedure Information*.
  - *Administrative Support Manual (ASM) 31, “Policies and Procedures.”*
  - ASM 32, “Forms Management.”

For the clearance of local forms, see ASM 322.13.

3. **Questions and Comments.** Originating organizations are responsible for notifying the Brand and Policy office when documents are out of date or superseded. If you find obsolete directives or forms listed in this catalog, or would like to make suggestions and comments about this catalog, please contact:

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4. **Effective Date.** This publication is effective December 2022.

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# 1 How To Use This Catalog

## What is Listed in This Catalog

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### **Postal Service Directives (Chapter 2)**

*Directives* are documents that contain statements of policy or procedure meant to guide Headquarters, field organizations, or the public. They make available the types of information the Postal Service needs to manage for legal, contractual, and business purposes; and include handbooks, headquarters circulars, kits, labels, management instructions, manuals, notices, the *Postal Bulletin*, posters, publications, signs, and tags.

Chapter [2](#) lists directives numerically by document identifier. There is also a list of directives that are free to the public.

### **Postal Service Forms (Chapter 3)**

Postal Service forms are documents — both printed and electronic — used for collecting, sorting, transmitting, and recording data.

Chapter [3](#) lists all forms numerically by Postal Service Identification Number (PSIN). This catalog does not list forms designed by field units.

### **International Documents (Chapter 4)**

Chapter [4](#) consolidates international postal documents into a list cross-referenced by Postal Service Identification Number (PSIN) and Universal Postal Union number.

### **Miscellaneous Postal Service Documents (Chapter 5)**

Chapter [5](#) lists some miscellaneous Postal Service documents that are not directives such as the *Comprehensive Statement on Postal Operations*.

### **Alphabetical Listing of Documents (Chapter 6)**

Chapter [6](#) lists all documents alphabetically by title that are listed in Chapters [2–5](#).

## How to Find What You Need

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### Postal Service Identification Number (PSIN)

If you know the Postal Service Identification Number (PSIN) of the document you need (for example, HBK AS-805 or PS Form 3971), look it up in Chapters [2](#), [3](#), or [4](#).

### Title

If you know only the title of the document, look it up in Chapter [6](#), [Alphabetical Listing of Documents](#).

## What the Column Headings Mean

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### Postal Service Identification Number (PSIN)

The *Postal Service Identification Number (PSIN)* is the document's identifier. Each PSIN includes a prefix that indicates what type of directive it is, as noted in the following table:

Prefix	Directive Type
HBK	Handbook
HC	Headquarters Circular
KIT	Kit
LAB	Label
MAN	Manual
MI	Management Instruction
MOP	Memorandum of Policy
NOT	Notice
POS	Poster
PS	Form
PUB	Publication
SGN	Sign
TAG	Tag

Following the prefix, the PSIN also includes a unique numerical code (e.g., PUB 223) or, for handbooks and management instructions, a unique alpha-numeric code (e.g., HBK AS-353 or MI AS-270-2000-5). The two-letter portion of the alpha-numeric code identifies the Postal Service policy manual or topic/organization to which the document relates, as noted in the table below:

Two-Letter Code	Manual or Topic/Organization
AS	<i>Administrative Support Manual</i>
DM	<i>Domestic Mail Manual</i>
EL	<i>Employee and Labor Relations Manual</i>
FM	Finance

Two-Letter Code	Manual or Topic/Organization
IM	<i>International Mail Manual</i>
IS	<i>Inspection Service Manual</i>
PO	<i>Postal Operations Manual</i>

## Transmittal Letter

The Postal Service revises some handbooks and publications by issuing *transmittal letters* (TLs). The TL number is the latest revision. For some revisable directives, the TLs have been combined. For example, TL 4–7, 10/99, means that transmittal letters 4 through 7 were combined in the 1999 reprinting.

## Edition Date/Oldest Usable Date

The *edition date* shows when the document was last issued. If the directive is nonrevisable (issued completely each time), the date of the current issue is shown. Some forms are revised with only minor changes and a previous version may still be usable. The *oldest usable date* column shows the oldest edition of that form that you may use.

## Title

The *title* column lists the document’s complete title. It may also show the number of pages or type of document (pad, 5-part set, etc.).

## Stock Number

The *stock number* (sometimes called the NSN (national stock number) or PSN (postal stock number)) is the number the Postal Service and the federal government use to stock and supply documents. This number must be used when ordering a document. Some documents do not have a stock number; in those instances, N/A is used.

## Where Used (for forms only)

The *where used* column identifies the primary users of a form.

<b>AC</b>	Air Carrier
<b>AE</b>	Air Exchange Office
<b>AM</b>	Airport Mail Facility
<b>AO</b>	Associate Office
<b>AR</b>	Area Office
<b>BC</b>	Bulk Mail Center
<b>CA</b>	CAG A–L Post Offices
<b>CD</b>	Customer Service and Sales District
<b>CE</b>	Facility Service Center
<b>CR</b>	Post Offices with City and Rural Delivery
<b>DN</b>	Distribution Networks Office
<b>HQ</b>	Headquarters
<b>IC</b>	Inspector-in-Charge

<b>MB</b>	Mailbag Depository and Repair Center
<b>MD</b>	Material Distribution Center
<b>MSS</b>	Mailing and Shipping Services
<b>NCS</b>	National Customer Support Center
<b>OIG</b>	Office of Inspector General
<b>PC</b>	Processing and Distribution Center
<b>PE</b>	Postal Employee Development Center
<b>PH</b>	Purchasing Service Center
<b>PO</b>	All Post Offices
<b>PS</b>	Postal Service-Wide
<b>PU</b>	Public
<b>PV</b>	Post Offices with Vehicles
<b>SC</b>	Information Service Center
<b>SD</b>	Postal Source Data System (PSDS) Office
<b>STF</b>	Stamp Fulfillment Services
<b>TC</b>	National Test Administration Center
<b>VM</b>	Vehicle Maintenance Facilities
<b>XO</b>	Surface Exchange Offices

## Unit of Issue

The *unit of issue* column tells the format of the document (set, sheet, book, etc.) and whether you order it one copy at a time (EA or SH) or in a pad or set.

<b>BK</b>	Book (number of units in book is shown)
<b>BX</b>	Box (number of units in box is shown)
<b>CTN</b>	Carton (number of units in carton is shown)
<b>EA</b>	Each (published as a single card, label, mailer, postal card, tab card, or tag)
<b>HD</b>	Hundred (number of items in package)
<b>PD</b>	Pad (number of sheets in pad is shown)
<b>PG</b>	Package
<b>RL</b>	Roll
<b>SE</b>	Set (number of sheets in set is shown)
<b>SH</b>	Sheet (either a single “cut sheet” or one-part continuous)

## Organization

The *organization* (org.) column lists the originating organization of the form or directive. If you have a question about the document, consult this Headquarters organization. See the contact table, [HQO Supply Source Codes](#), beginning on page [13](#).

<b>BCR</b>	Business Customer Relations
<b>BMEP</b>	Business Mail Entry and Payment Technologies
<b>CA</b>	Consumer Advocate
<b>CC</b>	Corporate Communications
<b>CHN</b>	Channel Access
<b>CMO</b>	Chief Marketing/Sales Officer



<b>COO</b>	Chief Operating Officer
<b>CR</b>	Customer Relations
<b>CSO</b>	Chief Sustainability Officer
<b>DEL</b>	Delivery and Post Office Operations
<b>DOM</b>	Domestic Products
<b>DPG</b>	Deputy Postmaster General
<b>EDD</b>	Employee Development and Diversity
<b>ENG</b>	Engineering
<b>ERM</b>	Employee Resource Management
<b>ES</b>	Expedited Shipping
<b>FAC</b>	Facilities
<b>FIN</b>	Controller
<b>GB</b>	Global Business
<b>GC</b>	General Counsel
<b>GR</b>	Government Relations
<b>GS</b>	Ground Shipping
<b>HR</b>	Human Resources
<b>IMAQ</b>	Intelligent Mail® and Address Quality
<b>IS</b>	Chief Postal Inspector
<b>IT</b>	Information Technology Operations
<b>JD</b>	Judicial Officer
<b>LR</b>	Labor Relations
<b>MS</b>	Mailing Services
<b>MSS</b>	Mailing and Shipping Services
<b>NET</b>	Network Operations
<b>O</b>	Operations
<b>OIG</b>	Office of Inspector General
<b>PMG</b>	Postmaster General
<b>PRI</b>	Pricing
<b>RET</b>	Retail Products and Services
<b>S&amp;T</b>	Strategy and Transition
<b>SAL</b>	Sales
<b>SM</b>	Supply Management

## USPS Source

The *USPS Source* column lists the Postal Service supply source for the document. Most directives and forms are ordered from the Postal Service Material Distribution Center (MDC) in Topeka, Kansas. A complete list of Postal Service source codes can be found in [How to Order the Document You Need](#), beginning on page [7](#).

## Public Source

The *Public Source* column shows whether or not the document is available to the public and where to get it. A complete list of public source codes can be found in [How to Order the Document You Need](#), beginning on page [7](#).

## Electronic Documents

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Many Postal Service directives and forms are available in electronic media. Where applicable, electronic source codes have been added to this catalog, as explained in [How to Order the Document You Need](#), beginning on page 7.

### Adobe Form Client 5.0 Filler

Adobe Form Client 5.0 has replaced F3Fill as the Postal Service corporate standard for automated forms.

Forms created in F3Fill are no longer supported within Microsoft Outlook. F3Fill email attachments will not successfully be transmitted. No new copies of F3Fill will be installed on desktop or laptop computers.

Adobe Form Client provides streamlined functionality for calculations, including a spell check feature, the ability to email forms and/or data from within the software, a tabbing function for visually impaired users, form fill assistance, and data-saving capability.

The Postal Service has a corporate license for Adobe Form Client 5.0 Filler software. The software is distributed as part of the Advanced Computing Environment (ACE). For help with the installation of the software, call:

- Your local IT manager (at Headquarters, call the Help Desk at 202-268-5588), or
- Customer Support, Field Operation Support Services at 800-877-7435.

All automated forms are available from the Intranet (<https://blue.usps.gov/formmgmt/999.htm>). The forms are sorted by name and number. Form Client forms have a *Form Client* icon displayed in the right-most column of the Web page. To access a Form Client form, click on the *Form Client* icon or press the *Enter* key while on a particular form's icon. Form Client will automatically launch with the selected form.

To request that a form be automated or to request enhancements to an existing automated form, send an email message to Forms Management at [formsma@usps.gov](mailto:formsma@usps.gov).

### Internet

The Postal Service has a strong presence on the Internet through the U.S. Postal Service home page ([www.usps.com](http://www.usps.com)). Many Postal Service directives and forms — including the *Postal Bulletin* — are available to the public, free of charge. The *Postal Bulletin* archives can also be found at [www.usps.com](http://www.usps.com). Click on *About USPS & News*; click on *Forms & Publications*; click on *Postal Bulletin*.

### Intranet

The Postal Service maintains an intranet for Postal Service employees at [blue.usps.gov](http://blue.usps.gov). Postal Service directives and forms — including the *Postal Bulletin* — can be found on the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>.

## Postal Explorer

Postal Explorer is an easy-to-use corporate electronic information tool that provides state-of-the-art search capabilities across large amounts of information. It includes Postal Service manuals and publications, domestic and international rate calculators, Postal Service zone charts, and internet links. Postal Explorer is designed to provide fast, convenient access to business process information to better serve customers and promote sales opportunities.

Postal Explorer is available to employees who can access the Internet. It is also on CD-ROM for national account managers, account representatives, and selected Post Offices. Contact your Information Systems manager for more information about Postal Explorer.

## How to Order the Document You Need

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### Postal Service Employees

To order a directive or form, you need to know the supply source (from where you actually order the item). Use the Postal Service source column in Chapters [2](#), [3](#), and [4](#) to determine the supply source code of the directive or form that you wish to order. These codes are explained in the table, [Supply Source Codes](#), which begins on page [9](#). For supply source codes of non-Postal Service documents (for example, GAO (General Accountability Office) documents) consult the GSA Supply Catalog ([www.gsa.gov](http://www.gsa.gov)) or your local federal procurement office.

You can order items available from the Material Distribution Center (MDC) by using touch tone order entry (TTOE): Call 800-273-1509.

**Note:** You must be registered to use TTOE. To register, call 800-332-0317, Option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Be sure to use the appropriate ordering method for the supply source shown for the document (including your FEDSTRIP and finance number(s)). Do not send it to IPP at Headquarters.

Publication 223 is available on the Postal Service PolicyNet Web site. Go to <http://blue.usps.gov>; under “Essential Links” in the left-hand column, click on *References*; under “References” in the right-hand column, click on *PolicyNet*, click on *text*; click on *PUBs*.

It is also available on the Internet. Go to [www.usps.com](http://www.usps.com); click on *About USPS & News*; click on *Forms & Publications*; click on *Postal Periodicals and Publications*; click on *Publications*.

Many forms are also available in automated versions. See [Electronic Documents](#) on page [6](#).

## **Non-Postal Service Individuals**

To order a directive or form you need to know the supply source (from where you actually order the item). There may be a charge for these documents and some are not available to the public.

Use the Public Source column to determine the public supply source code of the directive or form that you wish to order. These codes are explained in the table, [Supply Source Codes](#), which begins on page [9](#).

Your local Post Office™ should have directives or forms in stock that are free to the public. Call the local postmaster for details. Items that are not stocked at local Post Offices can be ordered by your postmaster from various sources.

## Supply Source Codes

Supply Source	USPS Source	Public Source
<b>CFS</b>	Computer Forwarding Sites	N/A
<b>CUS</b>	Bureau of Customs Treasury Department 1301 Constitution Ave Washington DC 20229-0002 Telephone: 202-622-2000	N/A
<b>EASC</b>	Eagan Accounting Service Center US Postal Service 2825 Lone Oak Parkway Eagan MN 55121-9600 Telephone: 866-974-2733 FAX: 651-406-2782	N/A
<b>e-IWB</b>	Some forms are only electronically generated — there are no hardcopy versions. A customer might be able to create such an electronically generated form by using Click-N-Ship service, the Customs Form Online application, or USPS-approved vendor software, but sometimes such an electronically generated form is available only from a USPS retail facility. To give an idea of what an electronically generated form looks like, the Postal Service provides a representative image on the USPS Intranet at <a href="http://blue.usps.gov">http://blue.usps.gov</a> or on the World Wide Web at <a href="http://www.usps.com">www.usps.com</a> .	
<b>e-WEB</b>		
<b>EPM</b>	Express and Priority Mail Supply Center US Postal Service 2812 Airwest Blvd Plainfield IN 46168-9611 Telephone: 800-610-8734 FAX: 800-270-6233	Express and Priority Mail Supply Center US Postal Service 2812 Airwest Blvd Plainfield IN 46168-9611 Telephone: 800-610-8734 FAX: 800-270-6233
<b>EPMIWB</b>	Express and Priority Mail Supply Center US Postal Service 2812 Airwest Blvd Plainfield IN 46168-9611 Telephone: 800-610-8734 FAX: 800-270-6233 USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a>	N/A
<b>EPMWEB</b>	Express and Priority Mail Supply Center US Postal Service 2812 Airwest Blvd Plainfield IN 46168-9611 Telephone: 800-610-8734 FAX: 800-270-6233 World Wide Web: <a href="http://www.usps.com">www.usps.com</a>	Express and Priority Mail Supply Center US Postal Service 2812 Airwest Blvd Plainfield IN 46168-9611 Telephone: 800-610-8734 FAX: 800-270-6233 World Wide Web: <a href="http://www.usps.com">www.usps.com</a>
<b>FMS</b>	Facilities Management System (on-line)	N/A
<b>GPO</b>	ATTN Mail Stop SSOP Superintendent of Documents US Government Printing Office 710 N Capitol St NW Washington DC 20402-9325 Telephone: 202-512-1800 FAX: 202-512-2140	ATTN Mail Stop SSOP Superintendent of Documents US Government Printing Office 710 N Capitol St NW Washington DC 20402-9325 Telephone: 202-512-1800 FAX: 202-512-2250

<b>Supply Source</b>	<b>USPS Source</b>	<b>Public Source</b>
<b>GSA</b>	GSA/NCSC 6FR 1500 E Bannister Rd Kansas City MO 64131-3088 Telephone: 800-488-3111 FAX: 816-926-6952	N/A
<b>HQO</b>	Headquarters originator.	Headquarters originator.
<b>HQOIWB</b>	Headquarters Originator USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a>	N/A
<b>HQS</b>	Headquarters Postal Service employees order from: Supply Unit RM 1P205 Telephone: 202-268-4768 Inquiries	N/A
<b>ICO</b>	International Claims and Inquiries Office James A Farley Building 421 8th Ave RM 2029A New York, NY 10199-9543 Telephone: 212-612-4400	N/A
<b>IWEB</b>	USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a>	N/A
<b>LOC</b>	Reproduced locally as needed.	N/A
<b>MDC</b>	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-273-1509 FAX: 651-406-5583	Call the Material Distribution Center at 800-273-1509. They will provide information on availability, price, and ordering.
<b>MDCIS</b>	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-273-1509 FAX: 651-406-5583  Directive is available only to Inspection Service employees.  Call the Material Distribution Center at 800-273-1509. They will provide information on availability, price, and ordering.	N/A
<b>MDCIWB</b>	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-273-1509 FAX: 651-406-5583 USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a>	Call the Material Distribution Center at 800-273-1509. They will provide information on availability, price, and ordering.

<b>Supply Source</b>	<b>USPS Source</b>	<b>Public Source</b>
<b>MDCWEB</b>	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-273-1509 FAX: 651-406-5583 USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a>	Call the Material Distribution Center at 800-273-1509. They will provide information on availability, price, and ordering.  World Wide Web: <a href="http://www.usps.com">www.usps.com</a>
<b>MDH</b>	Material Distribution Center and HQ Originator (HQ use only). See HQO and MDC.	Material Distribution Center and HQ Originator (HQ use only). See HQO and MDC.
<b>MDIAFC</b>	Material Distribution Center US Postal Service 500 SW Gary Ormsby Drive Topeka KS 66624-9998 Telephone: 800-273-1509 FAX: 651-406-5583 USPS Intranet: <a href="http://blue.usps.gov">http://blue.usps.gov</a> Adobe Forms Client (automated form)	Call the Material Distribution Center at 800-273-1509. They will provide information on availability, price, and ordering.
<b>MM</b>	Available from advertising's message maker.	N/A
<b>MTWEB</b>	Maintenance Technical Support Center US Postal Service PO Box 1600 Norman OK 73070-1600 Telephone: 800-366-4123 USPS Intranet: <a href="http://mtsc.usps.gov/msbooks">http://mtsc.usps.gov/msbooks</a>	N/A
<b>N/A</b>	Not available to Postal Service employees.	Not available to the public.
<b>NCS</b>	National Customer Support Center US Postal Service 225 N Humphreys Blvd Ste 501 Memphis TN 38188-1001 Telephone: 901-681-4650 FAX: 901-767-8853	National Customer Support Center US Postal Service 225 N Humphreys Blvd Ste 501 Memphis TN 38188-1001 Telephone: 800-238-3150 Fax: 901-767-8853
<b>NMCS</b>	National Materials Customer Service Telephone: 800-332-0317	National Materials Customer Service Telephone: 800-332-0317
<b>NNS</b>	Telecommunications Services US Postal Service 4200 Wake Forest Rd Raleigh NC 27668-9700 Telephone: 919-501-9100	N/A
<b>NTA</b>	National Test Administration Center US Postal Service 1200 Mercantile Lane Ste 109 Largo MD 20774 Telephone: 301-583-5800	N/A
<b>OPM</b>	Office of Personnel Management Retirement and Insurance Group Forms Analysis and Design 1900 E Street NW Washington DC 20415-0002	Office of Personnel Management Retirement and Insurance Group Forms Analysis and Design 1900 E Street NW Washington DC 20415-0002

<b>Supply Source</b>	<b>USPS Source</b>	<b>Public Source</b>
<b>PE</b>	Postal Explorer Available to employees who can access the Internet. Also on CD-ROM for national account managers, account representatives, and selected Post Offices. Contact your Information Systems manager for more information.	Available on the Internet at <a href="http://www.usps.com">www.usps.com</a> . Also available on CD-ROM. Call 800-654-1905.
<b>P/F</b>	N/A	Free to the public at local Post Office
<b>PHL</b>	<b>For philatelic catalogs and items:</b> Stamps Fulfillment Service Center US Postal Service PO Box 419424 Kansas City MO 64179-0997 Telephone: 800-STAMP-24 FAX: 816-545-1212	<b>For philatelic catalogs and items:</b> Stamps Fulfillment Service Center PO Box 7247 Philadelphia PA 19170-7247 Telephone: 800-STAMP-24
<b>R</b>	Restricted. May not be available to all Postal Service employees.	N/A
<b>SLASC</b>	St. Louis Accounting Service Center US Postal Service 1720 Market St St. Louis MO 63180-9400 Telephone: 866-974-2733 FAX: 314-436-6618	N/A
<b>TRE</b>	Department of the Treasury Property and Supply Section Admore East Business Center 3361-L 75th Ave Landover MD 20785 Telephone: 202-622-2000	N/A
<b>WADNA</b>	ATTN: Jim Nawrot Western Area Distribution Networks Office Seattle Branch (Anchorage) US Postal Service 4141 Postmark Drive PO Box 199781 Anchorage, AK 99519-9781	N/A
<b>WWW</b>	World Wide Web: <a href="http://www.usps.com">www.usps.com</a>	World Wide Web: <a href="http://www.usps.com">www.usps.com</a>



## HQO Supply Source Codes

When the originator is the supply source (code HQO), the directive or form must be ordered from his or her organization. Use the name of the organization and address as listed below.

<b>Organizational Reference</b>	<b>Originating Organization</b>	<b>Address</b>
<b>BCR</b>	Business Customer Relations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5657
<b>BMEP</b>	Business Mail Entry and Payment Technologies	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-0911
<b>CA</b>	Consumer Advocate	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-2200
<b>CC</b>	Corporate Communications	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-3100
<b>COO</b>	Chief Operating Officer	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-0050
<b>CR</b>	Customer Relations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5014
<b>CSO</b>	Chief Sustainability Officer	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4232
<b>DEL</b>	Delivery	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-7116
<b>EDD</b>	Employee Development and Diversity	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5600
<b>ENG</b>	Engineering	US POSTAL SERVICE 8403 LEE HIGHWAY ENG-4TH FL MERRIFIELD VA 22082-8101
<b>ERM</b>	Employee Resource Management	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4200
<b>ES</b>	Expedited Shipping	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-6305
<b>FAC</b>	Facilities	US POSTAL SERVICE 4301 WILSON BLVD STE 300 ARLINGTON VA 22203-1861
<b>FIN</b>	Controller	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5200
<b>GB</b>	Global Business	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4016

<b>Organizational Reference</b>	<b>Originating Organization</b>	<b>Address</b>
<b>GC</b>	General Counsel	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-1100
<b>GR</b>	Government Relations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-3500
<b>GS</b>	Ground Shipping	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5626
<b>HR</b>	Human Resources	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4000
<b>IMAQ</b>	Intelligent Mail® and Address Quality	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4400
<b>IS</b>	Chief Postal Inspector	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-2100
<b>IT</b>	Information Technology Operations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-1500
<b>JD</b>	Judicial Officer	US POSTAL SERVICE 2101 WILSON BLVD STE 600 ARLINGTON VA 22201-3078
<b>LR</b>	Labor Relations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-4100
<b>MS</b>	Mailing Services	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5012
<b>MSS</b>	Mailing and Shipping Services	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-0229
<b>NET</b>	Network Operations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-7100
<b>O</b>	Operations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-2700
<b>OIG</b>	Office of Inspector General	US POSTAL SERVICE 1735 N LYNN ST ARLINGTON VA 22209-2020
<b>PMG</b>	Postmaster General	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-0010
<b>PRI</b>	Pricing	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-5014
<b>RET</b>	Retail Operations	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-1600

<b>Organizational Reference</b>	<b>Originating Organization</b>	<b>Address</b>
<b>S&amp;T</b>	Strategy and Transition	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-1520
<b>SAL</b>	Sales	US POSTAL SERVICE 1735 N LYNN ST RM 6008 ARLINGTON VA 22209-6006
<b>SM</b>	Supply Management	US POSTAL SERVICE 475 L'ENFANT PLAZA SW WASHINGTON DC 20260-6200

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# 2 Postal Service Directives

## Definition

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*Directives* are statements of policy or procedure meant to guide Headquarters, field organizations, or the public. They include handbooks, headquarters circulars, kits, labels, management instructions, manuals, notices, the *Postal Bulletin*, posters, publications, signs, and tags.

## Distribution

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### Destinations and Quantities

The Headquarters organization that originates a directive or form decides which offices will receive copies and how many each will get. Most directives are distributed to facilities (Post Offices, bulk mail centers, etc.) in fixed quantities. For example, if one bulk mail center (BMC) receives 10 copies of a directive, usually all BMCs will receive 10 copies. You may order additional copies from the supply source (see [How to Order the Document You Need](#), Chapter [1](#)).

### Address Corrections

The National Customer Support Center in Memphis, Tennessee, maintains the file that produces labels used to send directives to Postal Service facilities. To make an address correction, a Postal Service organization should notify:

ALMS COORDINATOR  
NATIONAL CUSTOMER SUPPORT CENTER  
US POSTAL SERVICE  
225 N HUMPHREYS BLVD STE 501  
MEMPHIS TN 38188-1001

Telephone: 901-681-4650

For address corrections for a document listed in Chapter [5](#), [Miscellaneous USPS Documents](#), contact the source or follow the instructions in the document.

# Handbooks

Handbooks include policies, regulations, and other “how to” information supporting business processes. Handbooks are keyed by the document identifier to the manual that they support. For example, Handbook PO-502, *Mail Transport Equipment*, is related to the *Postal Operations Manual*, so its identifier begins with “PO.”

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK AS-303		10/14	Classified National Security Information Program	7610-03-000-0334	IS	IWEB	N/A
HBK AS-353		2/19	Guide to Privacy, the Freedom of Information Act, and Records Management	7610-07-000-7119	GC	IWEB	WWW
HBK AS-504		7/99	Space Requirements	7610-03-000-9215	ENG	MDCIWB	N/A
HBK AS-505	1	7/83	Mechanization Design Specifications	7610-03-000-0336	ENG	HQO	HQO
HBK AS-506		3/00	Architect/Engineer Project Requirements	N/A	FAC	IWEB	N/A
HBK AS-508		6/04	Section 508	N/A	IT	IWEB	N/A
HBK AS-550-A & -B		9/97	Paper and Paperboard Recycling Guide and Plan	7610-02-000-7002	ENG	MDCIWB	WWW
HBK AS-552		8/07	Pollution Prevention Guide	7610-02-000-7445	ERM	IWEB	N/A
HBK AS-553		5/92	Hazardous Waste Management	7610-02-000-9920	ENG	MDC	N/A
HBK AS-556		1/17	Asbestos Management Guide	7610-04-000-4967	ERM	IWEB	N/A
HBK AS-558		9/98	Facility Energy Management Guide	7610-04-000-5354	ENG	MDCIWB	N/A
HBK AS-600		2/01	United States Postal Service Certification Practice Statement, Version 1	N/A	FIN	IWEB	WWW
HBK AS-701		9/20	Asset Management	7610-03-000-9211	SM	IWEB	N/A
HBK AS-709		2/21	Purchase Card Local Buying Policies and Procedures	7610-03-000-0339	SM	IWEB	N/A
HBK AS-805		6/21	Information Security	7610-03-000-9136	IT	IWEB	N/A
HBK AS-805-A		3/21	Information Resource Certification and Accreditation Process	N/A	IT	IWEB	N/A
HBK AS-805-B		4/05	Infrastructure Information Security Assurance Process	N/A	IT	IWEB	N/A
HBK AS-805-C		3/21	Information Security Requirements for All Personnel	7610-05-000-5604	IT	IWEB	WWW
HBK AS-805-D		4/21	Information Security Network Connectivity Process	N/A	IT	IWEB	N/A
HBK AS-805-G		10/15	Information Security for Mail Processing Equipment/Mail Handling Equipment (MPE/MHE)	N/A	IT	IWEB	WWW
HBK AS-805-H		5/21	Cloud Security	N/A	IT	IWEB	N/A
HBK AS-805-I		6/22	United States Postal Service Information Security Requirements for Suppliers	N/A	IT	IWEB	WWW
HBK AS-812		12/02	Oracle Standards and Guidelines	7610-03-000-3747	IT	MDCIWB	N/A
HBK AS-821		7/97	Postal Explorer User Guide	N/A	IT	PE, IWEB	N/A
HBK AS-873		8/04	Telecommunication Services	N/A	IT	IWEB	N/A
HBK DM-103	3	2/98	Official Mail	7610-05-000-4149	FIN	MDCIWB	MDC
HBK DM-109		3/10	Business Mail Acceptance	7610-05-000-0323	BMEP	HQO	N/A
HBK DM-110		12/00	Centralized Postage Payment (CPP) System for Periodicals Mail	N/A	MSS	IWEB	N/A
HBK DM-111		11/02	Centralized Account Processing System (CAPS) Procedures	N/A	SM	IWEB	N/A
HBK DM-201	2	3/88	Express Mail Service	7610-01-000-9951	PRI	MDC	MDC
HBK DM-203		5/16	Periodicals Eligibility Review	7610-03-000-5552	PRI	IWEB	N/A

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK DM-204		5/16	Applying for Periodicals Mailing Privileges	N/A	PRI	IWEB	WWW
HBK DM-901		1/16	Registered Mail	7610-01-000-9064	PRI	IWEB	N/A
HBK DM-902		10/18	Procedures for Handling Registered Postal Bank Remittance Mail	N/A	NET	IWEB	N/A
HBK E-4		3/85	Adjustable Platform Stools	7610-03-000-9350	NET	MDC	N/A
HBK E-14		12/90	Activity Analysis Procedure	7610-01-000-9058	NET	HQO	WWW
HBK EL-304		9/14	Maintenance Selection System	N/A	ERM	IWEB	N/A
HBK EL-307		8/20	Reasonable Accommodation: An Interactive Process	7610-01-000-9071	LR	IWEB	WWW
HBK EL-312		6/21	Employment and Placement	7610-03-000-9356	HR	IWEB	WWW
HBK EL-350		11/89	Guidelines for Establishing Nonbargaining Position Requirements	7610-02-000-9129	ERM	MDCIWB	N/A
HBK EL-380		4/21	Postal Career Executive Service	7610-02-000-9148	ERM	IWEB	N/A
HBK EL-400		4/00	Sponsorship Event Policy and Evaluation Process	7610-04-000-8894	MSS	MDC	N/A
HBK EL-505		2/17	Injury Compensation	7610-01-000-9078	ERM	IWEB	N/A
HBK EL-520		9/19	Guide to USPS Health Benefits Plan	7530-17-000-0875	HR	IWEB	N/A
HBK EL-521		3/19	Federal Employees Health Benefits Program Guide	N/A	HR	IWEB	N/A
HBK EL-602		8/10	Food Service Operations	7610-01-000-9081	ERM	IWEB	N/A
HBK EL-602-A		11/94	Food Service Operations (Large Print)	N/A	ERM	HQO	N/A
HBK EL-602-B		11/94	Food Service Operations (Braille)	N/A	ERM	HQO	N/A
HBK EL-800		4/17	Managing Contractor Environmental, Health, and Safety Compliance	7610-05-000-4554	ERM	IWEB	N/A
HBK EL-801		7/20	Supervisor's Safety Handbook	7610-02-000-9938	ERM	MDCIWB	N/A
HBK EL-802		6/09	Executives' and Managers' Safety and Health Program and Compliance Guide	N/A	ERM	IWEB	N/A
HBK EL-803		7/20	Maintenance Employee's Guide to Safety	7610-01-000-9085	ERM	IWEB	N/A
HBK EL-804		6/13	Safe Driver Program	7610-08-000-4327	ERM	IWEB	N/A
HBK EL-806	1	1/82	Health and Medical Service (plus supplement: CPR Booklet)	7610-03-000-9317	ERM	MDC	MDC
HBK EL-809		11/13	Guidelines for Area/Local Joint Labor-Management Safety and Health Committees	N/A	ERM	IWEB	N/A
HBK EL-809-T		4/01	Area/Local Joint Labor-Management Safety and Health Committee Training	7610-03-000-0346	ERM	IWEB	N/A
HBK EL-812		10/17	Hazardous Materials and Spill Response	7610-03-000-9190	ERM	MDCIWB	N/A
HBK EL-814		7/20	Postal Employee's Guide to Safety	7610-01-000-9089	ERM	MDCIWB	N/A
HBK EL-901		7/21	Agreement Between United States Postal Service and National Association of Letter Carriers, AFL-CIO, 2019-2023	7610-03-000-3827	LR	MDCIWB	MDC
HBK EL-902		2/20	Agreement Between USPS and NRLCA, 2018-2021	7610-01-000-9092	LR	MDCIWB	N/A
HBK EL-902-1		5/00	The Extension to the Agreement Between USPS and National Rural Letter Carriers' Association	7610-05-000-0715	LR	MDC	N/A
HBK EL-902-A		12/08	Analysis of Changes: Agreement Between USPS and NRLCA, 2006-2010	7610-02-000-7154	LR	MDCIWB	N/A
HBK EL-903		12/21	Agreement Between the USPS and the National Postal Mail Handlers Union, A Division of the Laborers' International Union of North America, AFL-CIO, 2019-2022	7610-01-000-9093	LR	MDCIWB	MDC
HBK EL-906		11/21	Agreement Between USPS and Postal Police Officers Association, 2017-2022	7610-03-000-0352	LR	MDCIWB	N/A

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK EL-907		6/08	Agreement Between USPS and APWU, AFL-CIO, Covering Oper. Svcs., HQ, and Facilities Services Section, Merrifield, VA, 2006–2010	7610-03-000-0353	LR	HQOIWB	N/A
HBK EL-908		5/18	Agreement Between the USPS & APWU, AFL-CIO, Covering Information Technology/Accounting Services, 2017–2019	7610-03-000-0354	LR	MDCIWB	N/A
HBK EL-911		3/21	Agreement between the United States Postal Service and National Postal Professional Nurses, 2017–2023	7610-03-000-0355	LR	MDCIWB	N/A
HBK EL-912		4/21	Agreement Between United States Postal Service and American Postal Workers Union, AFL-CIO, 2018–2021	7610-04-000-0364	LR	MDCIWB	MDC
HBK EL-913		5/08	Agreement Between USPS and IAMAW, AFL-CIO, Covering the Tool and Die Shop, 2007–2011	N/A	LR	HQOIWB	N/A
HBK EL-915		6/22	Human Resources Shared Service Center Agreement Between the United States Postal Service and the American Postal Workers Union, AFL-CIO, 2021–2024	7690-19-000-0949	LR	MDCIWB	MDC
HBK EL-921		4/15	Supervisor's Guide to Handling Grievances	7610-03-000-3709	LR	MDCIWB	N/A
HBK F-1		1/15	Accounting and Reporting Policy	7610-03-000-9232	FIN	IWEB	N/A
HBK F-2		9/19	Functional Management	7610-03-000-3808	FIN	IWEB	N/A
HBK F-3		7/06	Treasury Management	7610-08-000-4678	FIN	MDC	N/A
HBK F-4		6/92	Examination of Postmasters Accounting Transactions	7610-03-000-9082	FIN	MDC	N/A
HBK F-5		9/94	Banking and Cash Management	7610-03-000-9504	FIN	MDC	N/A
HBK F-6		2/01	Economic Value Added	7610-04-000-0740	FIN	IWEB	N/A
HBK F-8		6/09	General Classification of Accounts	7610-01-000-9108	FIN	IWEB	N/A
HBK F-12		6/91	Relocation Policy	7610-02-000-7015	FIN	MDC	N/A
HBK F-15		9/15	Travel and Relocation	7610-04-000-1012	FIN	IWEB	N/A
HBK F-15-A		4/13	Relocation Policy: Nonbargaining EAS, MTB, and ACS Employees	N/A	FIN	IWEB	N/A
HBK F-15-B		10/12	Relocation Policy: Postal Career Executive Service Level I Employees	N/A	FIN	IWEB	N/A
HBK F-15-C		1/16	Relocation Policy — Bargaining Employees	N/A	FIN	IWEB	N/A
HBK F-16		8/09	Account Receivables Policies	7610-03-000-9189	FIN	IWEB	N/A
HBK F-18		1/14	Payroll Journal Guide	7610-01-000-9113	FIN	IWEB	N/A
HBK F-20		12/04	General Ledger Accounting and Financial Reporting System	N/A	FIN	IWEB	N/A
HBK F-20-A		12/09	Accounting Services Systems and Processes	N/A	FIN	IWEB	N/A
HBK F-21		2/16	Time and Attendance	7610-02-000-9914	HR	IWEB	N/A
HBK F-21 Chapter 5	36	8/05	Time and Attendance TL 36 Chapter 5	7610-08-000-1323	FIN	MDCIWB	NA
HBK F-22-A		12/88	PSDS Supervisor's Guide	7610-01-000-9118	FIN	MDC	N/A
HBK F-23		1/15	Accounting Policy Reference	N/A	FIN	IWEB	N/A
HBK F-25		11/90	Real Property and Leasehold Improvement Accounting	7610-02-000-7018	FIN	MDC	MDC
HBK F-26		12/91	Personal Property Accounting	7610-03-000-3780	FIN	MDC	MDC
HBK F-27		2/92	Materiel Distribution Center Inventory Accounting	7610-01-000-9122	FIN	MDC	MDC
HBK F-29	5	2/84	General Accounting Procedures	7610-01-000-9124	FIN	MDC	MDC
HBK F-30	4	9/81	Reconciliations	7610-01-000-9125	FIN	MDC	MDC
HBK F-31		6/92	Mail Equipment Shops Financial Accounting	7610-03-000-3803	FIN	HQO	GPO
HBK F-41	7	3/89	Vehicle Accounting	7610-02-000-9873	FIN	MDC	MDC



PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK F-43	3	8/94	Property Code Numbers	7610-03-000-9351	FIN	MDCIWB	MDC
HBK F-45		8/20	In-Office Cost System (IOCS)	7610-01-000-9138	FIN	IWEB	N/A
HBK F-51		7/91	Computerized Meter Resetting System	7610-01-000-9145	FIN	MDC	GPO
HBK F-55		2/20	Carrier Cost Systems	N/A	FIN	IWEB	N/A
HBK F-58		3/92	Payroll Systems Procedural Compliance Review	7610-02-000-7482	FIN	MDC	N/A
HBK F-59		6/92	International Exchange Office Procedures	7610-02-000-9915	FIN	MDC	N/A
HBK F-65		7/20	Transportation Cost System	7610-04-000-5305	FIN	IWEB	N/A
HBK F-65 TL 2	2	3/99	Data Collection User's Guide for Cost Systems (Chap 4 Revision)	7610-04-000-6480	FIN	IWEB	N/A
HBK F-66		11/19	General Investment Policies and Procedures	7610-04-000-6117	FIN	IWEB	N/A
HBK F-66A		1/06	Investment Policies and Procedures — Major Facilities	7610-04-000-6118	FIN	MDCIWB	N/A
HBK F-66B		1/06	Investment Policies and Procedures — Major Equipment	N/A	NET	IWEB	N/A
HBK F-66C		3/06	Field Investment Policies and Procedures	N/A	FIN	IWEB	N/A
HBK F-66D		2/06	Investment Policies and Procedures — Business Initiatives, Alliances, Real Estate Development, and Major Operating Expense Investments	N/A	FIN	IWEB	N/A
HBK F-66E		12/05	Investment Policies and Procedures — Postal Support and Information Systems	N/A	FIN	IWEB	N/A
HBK F-75		5/20	Revenue, Volume, and Performance Measurement Systems	7610-04-000-2965	FIN	IWEB	N/A
HBK F-85		2/20	International Revenue, Volume, and Performance Measurement Systems	N/A	FIN	IWEB	N/A
HBK F-95		9/20	Statistical Programs Management Guide	7610-08-000-1033	FIN	IWEB	N/A
HBK F-101		9/22	Field Accounting Procedures	7610-13-000-1549	FIN	IWEB	N/A
HBK F-401	3	8/00	Supervisor's Guide to Scheduling and Premium Pay	7610-03-000-3703	FIN	MDCIWB	N/A
HBK IS-130		5/86	Physical Fitness Program for Postal Inspectors	7610-03-000-0356	IS	HQO	HQO
HBK IS-135		1/02	Firearms	7610-03-000-0357	IS	MDC	N/A
HBK IS-540		6/06	Civil and Administrative Actions: A Consumer Fraud Protection Handbook	N/A	IS	R	R
HBK IS-701		6/06	Security Force Operations (Restricted Information)	7610-04-000-5697	IS	R	N/A
HBK IS-702		7/02	Postal Police Officer's Guide	N/A	IS	R	N/A
HBK M-5		8/80	Schemes: Construction, Assignment, Training, and Proficiency	7610-03-000-9259	DEL	IWEB	N/A
HBK M-22		7/13	Dispatch and Routing Policies	7610-03-000-3510	O	IWEB	N/A
HBK M-32		9/22	Management Operating Data System (MODS)	7610-03-000-9024	NET	IWEB	N/A
HBK M-38	1	7/80	Management of Rural Delivery Services	7610-01-000-9177	DEL	MDC	MDC
HBK M-39	14	6/19	Management of Delivery Services	7610-01-000-9178	DEL	IWEB	N/A
HBK M-41	5	6/19	City Delivery Carriers Duties and Responsibilities	7610-03-000-3553	DEL	IWEB	N/A
HBK PO-101		10/12	Postal Service-Operated Retail Facilities Discontinuance Guide	7610-01-000-9324	DEL	IWEB	N/A

**Maintenance Series (MS) handbooks:** Publication 223 no longer lists MS handbooks. To see the current list of MS handbooks, visit the [USPS Maintenance Technical Support Center \(MTSC\)](#) website. You can also find a link to the MTSC website on the [Brand and Policy PolicyNet handbook](#) website (in alphabetical order with the HBK IDs).

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK PO-106		11/07	Automated Postal Center Program	N/A	RET	IWEB	N/A
HBK PO-140		6/89	Business Reply Mail Accounting System	7610-03-000-3715	NET	MDC	N/A
HBK PO-203		4/90	Postal Retailing	7610-02-000-7022	MSS	MDC	N/A
HBK PO-205		9/98	Quick Reference Guide for Postal Retail Lobby Upkeep	7610-04-000-5462	MSS	MDCIWB	N/A
HBK PO-206		8/01	Stamp Shipment Security and Routing Guidelines	N/A	NET	HQO, IWEB	N/A
HBK PO-208		2/99	Retail Operations — Focus on Retail	7610-04-000-6033	RET	MDCIWB	N/A
HBK PO-209		10/12	Retail Operations Handbook	7610-07-000-6279	RET	IWEB	N/A
HBK PO-230		5/06	Pictorial Cancellations	7610-04-000-5772	GR	MDC	NCS
HBK PO-251	2	6/94	Consumer Affairs Handbook	7610-03-000-0364	CA	MDC	N/A
HBK PO-401	1	8/83	Manual Distribution Operating Guidelines	7610-03-000-9085	NET	MDCIWB	MDC
HBK PO-406-A		12/93	Flats Sorting Machine (FSM 881) Guidelines	7610-03-000-9398	NET	MDC	MDC
HBK PO-408		4/95	Area Mail Processing (AMP) Guidelines	7610-03-000-3633	NET	MDC	MDC
HBK PO-410	1	7/85	Mail Processing Operating Plan Guidelines	7610-03-000-3600	NET	MDC	MDC
HBK PO-413		12/13	Platform Operations	7610-02-000-9937	NET	IWEB	N/A
HBK PO-414	1	4/87	Air Contract Data Collection System (ACDCS)	7610-01-000-9339	NET	MDC	MDC
HBK PO-415		1/91	Mail Preparation	7610-01-000-9340	NET	MDC	MDC
HBK PO-416		1/91	Presort Mail	7610-03-000-3595	NET	MDC	MDC
HBK PO-417		1/91	Opening and Pouching	7610-01-000-9342	NET	MDC	MDC
HBK PO-418	1	12/86	Security of Process Control Computer Systems: A Management Guide	7610-03-000-3795	ENG	HQO	N/A
HBK PO-420		11/99	Small Plant Best Practices Guidelines	N/A	NET	IWEB	N/A
HBK PO-421	1	7/87	Process Control Computer Contingency Planning Guide	7610-03-000-0367	ENG	HQO	N/A
HBK PO-422		7/89	Mail Processing Operating Plan for BMCs and ASFs	7610-03-000-3830	NET	MDC	N/A
HBK PO-423		4/92	Requisitioning Labels	7610-03-000-9081	NET	MDC	N/A
HBK PO-424	1	8/99	AFCS/ISS Operating System Guidelines	7610-02-000-9918	NET	MDCIWB	N/A
HBK PO-427	1	10/91	Postmaster's Guide to Automation for Business Customers	7610-02-000-7239	NET	MDC	N/A
HBK PO-430		12/91	Small Parcel and Bundle Sorter Guidelines	7610-02-000-7155	NET	MDC	N/A
HBK PO-440		4/02	Remittance Mail Processing Best Practices	N/A	NET	IWEB	N/A
HBK PO-441		4/02	Rehandling of Mail Best Practices	N/A	NET	IWEB	N/A
HBK PO-460		5/00	Domestic-Originating International Mail: Standard Operating Procedures	N/A	NET	IWEB	N/A
HBK PO-501		6/81	Highway Contract Route Administration	7610-01-000-9354	NET	MDC	MDC
HBK PO-502		6/17	Mail Transport Equipment	7610-02-000-9879	NET	IWEB	N/A
HBK PO-503	1	10/83	National Air and Surface System Report Users Guide	7610-03-000-3612	NET	MDC	MDC
HBK PO-507		6/91	Air Contract Administrative Procedures	7610-03-000-3593	NET	MDC	N/A
HBK PO-508		3/12	Intra-Alaska Mail Service by Air: Instructions for Certificated Air Carriers and Bypass Mail	7610-02-000-9922	NET	HQO, IWEB	WWW
HBK PO-509	1	9/92	Air Taxi Contract Administration	7610-02-000-7941	NET	MDC	MDC
HBK PO-510		11/83	Equipment Inventory Reporting System (EIRS)	7610-02-000-9994	NET	MDC	MDC
HBK PO-512		10/02	Plant Loading Authorization and Procedures Guidelines	7610-01-000-9966	NET	MDCIWB	N/A
HBK PO-513	2	2/90	Mail Transportation Procurement Handbook	7610-03-000-9066	NET	MDC	N/A

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK PO-514		6/89	Express Mail Military Service	7610-01-000-9967	NET	MDC	MDC
HBK PO-515		7/10	Highway Contractor Safety	7610-03-000-9144	NET	IWEB	WWW
HBK PO-516		10/07	Highway Contractor Safety (Pocket Edition)	7610-03-000-3755	NET	MDCIWB	MDC
HBK PO-517		6/92	Guide for Safe Use of the Eastern Region Mail Container	7610-02-000-9923	NET	MDC	N/A
HBK PO-602	1	11/86	CFS Management Guidelines	7610-03-000-3603	NET	MDC	MDC
HBK PO-603		9/13	Rural Carrier Duties and Responsibilities	7610-02-000-7023	DEL	IWEB	N/A
HBK PO-604		9/89	Plant Loading Authorization and Procedures Guidelines	7610-03-000-3831	NET	MDC	N/A
HBK PO-610		11/14	Signature Capture and Electronic Record Management: Manager's Guide to Standard Operating Procedures	7610-05-000-4048	DOM	IWEB	N/A
HBK PO-630		4/00	Post Offices Serving Department of Defense Installations	N/A	NET	IWEB	WWW
HBK PO-631		4/21	Growth and Delivery Point Management Program	N/A	RET	IWEB	N/A
HBK PO-632		5/20	National Delivery Planning Standards: A Guide for Builders and Developers	N/A	COO	IWEB	WWW
HBK PO-701		3/91	Fleet Management	7610-01-000-9600	NET	MDC	N/A
HBK PO-702		5/07	Tort Claims Administration	7610-02-000-7024	NET	MDC	N/A
HBK PO-862-2		10/85	Manual Distribution Quality Test — Data Collection Procedures	7610-03-000-0368	NET	MDC	HQO
HBK PO-862-14		10/85	Incoming Secondary Test — Data Collection and Analysis Procedures	7610-01-000-9364	NET	HQO	HQO
HBK PO-869-13	1	2/86	Dispatch Sack Quality Program User's Guide	7610-03-000-3607	NET	HQO	HQO
HBK PO-864-1	1	10/85	BMC Distribution Test — Sample Design and Data Reduction Procedures	7610-03-000-3604	NET	HQO	HQO
HBK PO-867-1	1	11/85	Manual Distribution Quality Test — Sample Design and Data Reduction Procedures	7610-03-000-3606	NET	HQO	HQO
HBK PO-867-3	1	11/85	Manual Distribution Quality Program — User's Guide	7610-03-000-9348	NET	MDC	HQO
HBK PO-867-4		3/83	Manual Distribution Separation Diagnostic Test — Data Collection and Analysis	N/A	NET	HQO	N/A
HBK RE-1		10/15	U.S. Postal Service Facilities Guide to Real Property Acquisitions and Related Services	7610-03-000-9281	FAC	IWEB	WWW
HBK RE-4	2	3/05	Standards for Facility Accessibility by the Physically Handicapped	7610-03-000-3611	FAC	MDCIWB	WWW
HBK RE-5	7	9/09	Building and Site Security Requirements	7610-03-000-3666	IS	IWEB	N/A
HBK RE-6		10/15	Facilities Environmental Guide	7610-01-000-0386	FAC	IWEB	N/A
HBK T-5		5/15	International Mail Operations	N/A	NET	IWEB	N/A
HBK T-7		9/93	Distributing, Dispatching, and Transporting Military Mail by Air	7610-03-000-3662	NET	MDC	MDC

## Headquarters Circulars

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Headquarters Circulars are permanent instructions directed to Headquarters units only.

PSIN	Edition Date	Title	Filing Number	Org.	USPS Source
HC 74-12	6/27/74	Functional Managerial Responsibility for U.S. Postal Service Headquarters Building	VII-B-19	FAC	HQO
HC 75-39	9/17/75	Spare Parts for Capital Equipment	VI-B-7	FAC	HQO
HC 78-19	8/28/78	Scheduling, Using and Controlling the Board of Governors and Benjamin Franklin Rooms	VII-B-16	FAC	HQO
HC 79-2	2/27/79	Energy Conservation	VII-B-7	FAC	HQO
HC 80-9	2/11/80	Accounting for Leases Pertaining to Real Property	VI-B-1	FAC	HQO
HC 81-6	5/14/81	Maintenance & Repair of Office Furniture, Machines, and Equipment	I-C-5	FAC	HQO
HC 83-5	5/23/83	USPS HQ Employee Recreation and Benefit Association	V-D-2	ERM	HQO
HC 85-1	3/1/85	Forms Management	IV-C-5	IT	HQO
HC 88-1	3/4/88	Technical and Analytical Reports Library (TARL)	IV-C-9	GR	HQO
HC 88-6	9/21/88	Library Services	IV-A-3	GR	HQO
HC 91-5	11/22/91	Headquarters Circulars Contents and Appendix	I-B-2	GR	HQO

# Kits

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
KIT 8	12/96	SOA Consumer Protection Packet	7530-01-000-9373	CA	MDC	P/F
KIT 12	9/99	REDRESS Press Kit	7690-04-000-5421	GC	MDH	MDC
KIT 15	3/99	A Great Place to Work (for local inserts)	7690-04-000-6196	ERM	MDC	MDC
KIT 16	4/99	PC-70 Ink Jet Printer Visual Resource Kit	7530-04-000-6443	ENG	MDC	R
KIT 17	4/99	PC-80 Ink Jet Printer Visual Resource Kit	7530-04-000-6444	ENG	MDC	R
KIT 41	8/05	Approved Shippers Program Field Kit	7530-08-000-1871	RET	HQO	HQO
KIT 46	10/21	Prevent All Cigarette Trafficking (PACT) Act of 2009	N/A	CMO	IWEB	N/A
KIT 55	4/12	Fuel Conservation Kit	7690-16-000-8346	DPG	MDC	N/A
KIT 520	9/19	USPS Non-Career Employee Health Benefits Plan Resources	7610-17-000-5522	HR	IWEB	N/A
KIT 600	1/22	Your 2022 Official Election Mail Kit	7690-17-000-4826	CMO	MDCIWB	WWW
KIT 650	4/12	Green Project Kit	7690-16-000-7916	DPG	MDCIWB	N/A

# Labels

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB A	10/03	All for ADC	3/4 x 1/2	7690-03-000-9313	RL	NET	MDC	P/F
LAB AK-53	12/70	Intra-Alaska Routing Label [Note: See HBK PO-508.]	3 1/8 x 4 7/8	N/A	RL	NET	N/A	N/A
LAB F	10/03	All for Firm	3/4 x 1/2	7690-01-000-9004	RL	NET	MDC	P/F
LAB X	10/03	Mixed ADC	3/4 x 1/2	7690-03-000-8654	RL	NET	MDC	P/F
LAB 1	11/70	Do Not Block Door	12 x 7	7690-03-000-9115	EA	IS	MDC	N/A
LAB 3	10/03	Same 3-Digit ZIP Code	3/4 x 1/2	7690-01-000-9791	RL	NET	MDC	P/F
LAB 5	10/03	Same 5-Digit ZIP Code	1	7690-01-000-9003	RL	NET	MDC	P/F
LAB 6	1/97	Vending Equipment Out of Order	5 x 7	7690-03-000-3740	EA	RET	MDC	N/A
LAB 6-M	6/98	Vending Equipment Out of Order (Magnetic)	5 x 7	7690-03-000-9761	EA	RET	MDC	N/A
LAB 8	11/86	FIM B — Positive of Bar Pattern	3 5/8 x 8	7690-03-000-3678	SH	PRI	MDC	P/F
LAB 10	1/96	CON-CON	6 1/4 x 3 1/8	7690-01-000-9020	EA	NET	MDC	N/A
LAB 11-A	9/02	Express Mail Post Office to Post Office Service	7 5/8 x 5 1/2	7690-02-000-9995	EA	MSS	EPM	EPM
LAB 11-B	1/14	Priority Mail Express Post Office to Addressee	7 5/8 x 5 1/2	7690-02-000-9996	EA	MSS	EPM	EPM
LAB 11-C	9/95	Express Mail Airport to Airport	8 3/4 x 4 1/2	7690-01-000-9023	EA	MSS	EPM	EPM
LAB 11-DOD	1/10	DOD Express Mail Label (Absentee Ballot)	6 x 3	7690-13-000-1555	EA	ES	MDC	N/A
LAB 11-E	9/02	Express Mail Post Office to Post Office	8 x 5 1/2	7690-02-000-9997	BX	MSS	EPM	EPM
LAB 11-F	1/14	Priority Mail Express Post Office to Addressee	8 x 5 1/2	7690-02-000-9998	BX	MSS	EPM	EPM
LAB 11-H	5/93	Express Mail Airport to Airport Service	9 1/2 x 4 1/2	7690-03-000-9207	BX	MSS	EPM	EPM
LAB 11-HFPU	1/14	Priority Mail Express Hold For Pickup	7 5/8 x 5 1/2	7690-11-000-1124	EA	MSS	EPM	EPM
LAB 19-A	4/97	Par Avion Airmail	4 x 2	7690-02-000-8745	PD	GB	MDC	P/F
LAB 19-B	1/02	Par Avion Airmail	1 11/16 x 15/16	7690-02-000-8746	PD	GB	MDC	P/F
LAB 21	8/96	Officially Sealed Mail	1 7/8 x 6	7690-03-000-9108	PD	NET	MDC	N/A
LAB 24	1/94	Parcel Post Package Liable to Customs	5 x 2 1/2	7690-03-000-9086	EA	NET	MDC	N/A
LAB 25	3/08	Express Mail Sunday/Holiday Delivery Guaranteed	3 1/2 x 3	7690-10-000-6492	RL	MSS	MDC	N/A
LAB 27	3/03	Bee Ware	6 x 9	7690-02-000-9143	EA	NET	MDC	N/A
LAB 28	2/90	Live Animals	6 x 9	7690-02-000-9144	EA	NET	MDC	N/A
LAB 30	12/99	SDPV Hood Caution	7 x 8	7690-04-000-8867	EA	ENG	MDC	R
LAB 33	12/21	Report Mail Theft, Tampering, or Vandalism of This Mailbox	4 1/2 x 2 1/2	7690-01-000-9043	EA	IS	MDCIWB	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 33-S	12/21	Report Mail Theft, Tampering, or Vandalism of This Mailbox (Spanish)	4 1/2 x 2 1/2	7690-04-000-6873	EA	IS	MDCIWB	N/A
LAB 35	9/18	Collection Box Security	4 3/4 x 3 1/3	7690-18-000-3543	EA	IS	MDC	N/A
LAB 36	5/20	Collection Box Removal — Airport	4 x 4	7690-18-000-6589	EA	COO	MDC	N/A
LAB 38	8/93	Precautions For Check Cashing	3 x 5	7690-03-000-9227	EA	IS	MDC	N/A
LAB 46-A	2/77	Presorted First-Class City — Primary Unit	4 x 9 1/2	7690-01-000-9049	EA	NET	MDC	N/A
LAB 46-C	2/94	Presorted First-Class — Out-going Pouch Unit	4 x 9 1/2	7690-03-000-9063	EA	NET	MDC	N/A
LAB 47	1/88	Evacuation Forms 809 and 810	4 x 2	7690-02-000-9882	EA	IS	MDC	N/A
LAB 50	1/12	Return to Sender by Postal Inspectors	2 x 3	7690-15-000-7210	EA	IS	MDC	N/A
LAB 51	8/02	Delayed Dispatch	8 1/2 x 11	N/A	EA	NET	IWEB	N/A
LAB 52	8/02	Delayed Processing	8 1/2 x 11	N/A	EA	NET	IWEB	N/A
LAB 53	8/02	Late Arriving Mail	8 1/2 x 11	N/A	EA	NET	IWEB	N/A
LAB 55-D	1/03	Parcel Locker	5 1/2 x 2 1/4	7690-02-000-8289	EA	DEL	MDC	N/A
LAB 58	10/95	Accountable Paper Section	5 x 3	7690-03-000-9065	EA	GR	MDC	N/A
LAB 59-D	9/91	Last Collection Time: Arterial Boxes 5:30 PM	11 x 5 1/4	7690-02-000-9862	EA	DEL	MDC	N/A
LAB 59-E	9/91	Last Collection Time: Arterial Boxes 6:00 PM	11 x 5 1/4	7690-02-000-9863	EA	DEL	MDC	N/A
LAB 59-F	9/91	Last Collection Time: Arterial Boxes 6:30 PM	11 x 5 1/4	7690-02-000-9864	EA	DEL	MDC	N/A
LAB 59-G	9/91	Last Collection Time: Arterial Boxes 7:00 PM	11 x 5 1/4	7690-02-000-9865	EA	DEL	MDC	N/A
LAB 59-H	9/91	Last Collection Time: Arterial Boxes 7:30 PM	11 x 5 1/4	7690-02-000-9866	EA	DEL	MDC	N/A
LAB 59-I	9/91	Last Collection Time: Arterial Boxes 8:00 PM	11 x 5 1/4	7690-02-000-9867	EA	DEL	MDC	N/A
LAB 62	7/04	Positioning Restraining Straps	8 1/2 x 11	7690-02-000-7909	EA	NET	MDC	N/A
LAB 63	5/95	Express Mail Outside Shipment Label	2 x 12	7690-01-000-9067	EA	PRI	EPM	EPM
LAB 64	9/08	Recycling Bin Label	10 X 8	7690-11-000-1338	EA	RET	MDC	N/A
LAB 70	12/98	Safety Check and Vehicle Dimensions	8 1/2 x 5	7690-03-000-9307	EA	NET	MDC	N/A
LAB 80	6/94	Permit G-10 Label	3 1/2 x 5 1/2	7690-03-000-0379	PD	FAC	HQO	N/A
LAB 80-A	6/90	Penalty, Indicia, Headquarters Return	6 1/2 x 3 1/2	7690-03-000-0380	EA	IT	HQO	N/A
LAB 85	1/14	Premium Forwarding Service Residential (penalty label)	5 1/4 x 3 7/8	7690-08-000-0862	EA	CHN	MDC	N/A
LAB 86	12/86	Express Mail — Military Service	6 x 3	7690-01-000-9801	PD	NET	MDC	N/A
LAB 97	5/08	Riffled Parcel	3 1/4 x 6	7690-03-000-3765	PD	IS	MDC	N/A
LAB 100	4/16	Nonstandard Size Surcharge	3 1/2 X 2 1/4	7690-03-000-9028	EA	BMEP	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 101	6/90	Permit 10 Penalty First-Class Labels (Permit G-10)	6 1/2 x 3 1/2	7690-03-000-0387	EA	IT	HQO	N/A
LAB 105	5/94	Official Seal-Do Not Break Until Authorized	2 X 6 1/2	7690-03-000-9100	SH	IS	MDC	N/A
LAB 106	4/95	Priority Mail Strip	12 x 2	7690-03-000-9057	EA	PRI	EPM	P/F
LAB 106-A	4/95	Priority Mail Tape	1 5/16 x 5 1/4	7690-03-000-9056	EA	PRI	EPM	P/F
LAB 107	4/95	Priority Mail Sticker	4 x 2 1/8	7690-02-000-7940	EA	PRI	EPM	P/F
LAB 107-R	10/93	Priority Mail Sticker	4 x 2 1/8	7690-03-000-9334	EA	PRI	EPM	P/F
LAB 108	10/94	Express Mail Corporate Account Sticker	3 x 1 5/8	7690-03-000-3584	PD	PRI	EPM	EPM
LAB 111	2/71	Scales Within Maintenance Tolerances	1 1/2 x 1	7690-03-000-9241	PD	NET	MDC	N/A
LAB 113	7/87	Inspection Service Exhibit	1 1/2 x 1	7690-03-000-9029	EA	IS	MDC	N/A
LAB 117-A	7/04	Warning: Armed Robbery	11 x 8 1/2	7690-01-000-9097	EA	IS	MDC	N/A
LAB 117-B(S)	2/97	Warning: Armed Robbery (Spanish) (For post office walls)	8 1/2 x 11	7690-01-000-9098	EA	IS	MDC	N/A
LAB 117-C(S)	2/97	Warning: Armed Robbery (Spanish) (For post office windows)	8 1/2 x 11	7690-03-000-9328	EA	IS	MDC	N/A
LAB 118	12/80	Caution: Scissors Lift	10 1/4 x 9	7690-03-000-3819	EA	ERM	MDC	N/A
LAB 119	2/99	Express Mail Tape (Self Adhesive)	1 7/8 x 3 3/4	7690-04-000-5864	RL	MSS	MDC	N/A
LAB 120	8/07	Warning! Facility Protected by Security Alarm System	4 x 4	7690-10-000-0803	EA	IS	MDCIWB	N/A
LAB 121	9/99	Incoming International Priority Mail	6 3/8 x 4 3/8	7690-04-000-8627	EA	NET	HQO	N/A
LAB 127	4/00	Surface Transportation Only	2 1/2 x 2	7690-05-000-0717	RL	NET	MDC	N/A
LAB 127-R	10/97	Sticker, Express Mail	3 1/2 x 2	7690-04-000-5865	RL	NET	MDC	P/F
LAB 128	5/19	Heat Illness Sticker	5 x 6	7690-18-000-4040	EA	ERM	MDC	N/A
LAB 130	9/95	Hold	8 x 5 3/4	7690-03-000-9231	EA	PRI	MDC	N/A
LAB 134-A	10/05	MERLIN Orderly Shutdown Procedure	8 1/2 x 6	7690-07-000-7105	SH	ENG	MDC	R
LAB 136-B	3/01	U.S. Mail — Destination	2 1/2 x 4 3/4	7690-01-000-9102	PD	NET	MDC	N/A
LAB 136-E	10/71	U.S. Mail — Destination/Weight	2 1/2 x 4 3/4	7690-01-000-9103	PD	NET	MDC	N/A
LAB 137	6/07	Lobby Scale Instructions	6 x 3 1/2	7690-10-000-0567	PG	CR	MDC	N/A
LAB 138	5/88	USPS Weight Ticket	3 1/2 x 8	7690-02-000-9878	EA	NET	MDC	N/A
LAB 139	9/19	Cremated Remains	3 x 1 27/32	7690-17-000-0548	RL	DOM	EPMIWB	EPMWEB
LAB 140	8/72	Output Weighed	3 1/2 x 8	7690-02-000-9896	EA	NET	MDC	N/A
LAB 141	12/70	Inventoried	3 1/2 x 8	7690-03-000-9036	EA	NET	MDC	N/A
LAB 142	3/76	Do Not Weigh	3 1/2 x 8	7690-01-000-9107	EA	NET	MDC	N/A
LAB 143	5/07	Electronic Scale Instructions	6 1/2 x 3	7690-10-000-0568	PG	CR	MDC	N/A
LAB 156	2/07	Dollar Coin Acceptance	2 1/2 x 1	7690-10-000-0317	PG	CR	MDC	N/A



PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 159	10/12	Check Acceptance/ Dollar Coin Label	6 x 2 1/8	7690-10-000-6187	PG	FIN	MDC	N/A
LAB 162	9/73	Local Delivery	10 7/15 x 5	7690-03-000-9329	EA	NET	MDC	N/A
LAB 167	1/00	International Mail FCM Equivalent	3 1/2 x 2	7690-05-000-0657	RL	NET	MDC	N/A
LAB 168	3/00	Dispatch Placard International Mail FCM Equivalent (HCR)	8 1/2 x 11	7690-05-000-0656	EA	NET	MDC	N/A
LAB 169	3/00	Dispatch Placard International Mail FCM Equivalent (PVS)	8 1/2 x 11	7690-05-000-0654	EA	NET	MDC	N/A
LAB 176	7/03	Express Mail — Military Service	4 x 2 5/16	7690-02-000-9083	PD	NET	MDC	N/A
LAB 180	2/13	Air Carrier Rejected Mail	4 x 2 1/2	7690-16-000-9962	EA	IS	MDC	N/A
LAB 200	8/05	Registered Mail	3 1/2 x 1 5/8	7690-03-000-9311	RL	NET	MDC	P/F
LAB 200-N	1/14	Registered Mail (no barcode)	3 1/4 x 1 5/8	7690-17-000-0391	RL	DOM	MDC	P/F
LAB 208	11/90	Barcoded Mail Route To BCS	3 1/2 x 8 3/4	7690-02-000-7029	EA	NET	MDC	N/A
LAB 209	8/99	Security Container Label	6 x 6	7690-04-000-8990	EA	ENG	MDC	R
LAB 211	6/06	Notice: Electrical Lockout Procedure	4 5/16 x 5 1/2	7690-08-000-4629	EA	ENG	MDC	N/A
LAB 212	1/10	Warning: 400 Amps and Less	2 3/4 x 4 19/50	7690-08-000-4630	EA	ENG	MDC	N/A
LAB 212-H	1/10	Warning: 401 to 999 Amps	2 3/4 x 4 19/50	7690-13-000-2866	EA	ENG	MDC	N/A
LAB 213	6/06	Notice: 1,000 AMPS or More	2 3/4 x 4 3/8	7690-08-000-4631	EA	ENG	MDC	N/A
LAB 214	6/06	Notice: 601 Volts or More	2 3/4 x 4	7690-08-000-4628	EA	ENG	MDC	N/A
LAB 215	3/87	Caution: Ultra Violet Radiation Within	3 1/2 x 3 5/16	7690-01-000-9121	EA	ERM	MDC	N/A
LAB 216	4/04	Warning: Rotating Machine Parts	1 1/4 x 1 1/4	7690-01-000-9122	EA	ENG	MDC	N/A
LAB 217	3/09	While Operating This Machine Do Not Wear	3 x 2	7690-03-000-9303	EA	ENG	MDC	N/A
LAB 218	3/09	When Clearing Stacker With Transport Belts in Operation	2 13/16 x 1 5/8	7690-01-000-9284	EA	ENG	MDC	N/A
LAB 219	12/83	Caution: Do Not Clear	1 5/8 x 2 1/8	7690-01-000-9125	EA	ERM	MDC	N/A
LAB 220	4/04	Caution: Keep Hands Off Belts	2 x 1 7/16	7690-03-000-9283	EA	ERM	MDC	N/A
LAB 221	12/83	To Remove Full Trays	2 1/2 x 3 5/16	7690-03-000-9091	EA	ERM	MDC	N/A
LAB 222	4/04	Emergency Stop	2 5/8 x 2 5/8	7690-02-000-7906	EA	ERM	MDC	N/A
LAB 224	4/04	Caution: Keep Closed — Turn Power Off Before Opening	4 3/4 x 2 3/8	7690-02-000-7309	EA	ENG	MDC	N/A
LAB 225	5/08	Prevent Theft	6 x 2 1/2	7690-03-000-9330	PD	IS	POD	N/A
LAB 226-C	7/03	Buy Stamps Here at Post Office Prices	4 x 5	N/A	EA	MSS	HQO	N/A
LAB 226-D	7/03	Buy Stamps Here at Post Office Prices	8 x 10	N/A	EA	MSS	HQO	N/A
LAB 226-E	7/03	Stamps, Mailing, Shipping	13 x 9	7690-07-000-7673	EA	MSS	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 228	3/16	Priority Mail Address Label	4 1/8 x 5 3/8	7690-02-000-7033	EA	MSS	EPM	EPM
LAB 228-C	3/16	Priority Mail Address Label (continuous feed)	4 5/8 x 5 1/8	7690-02-000-7034	EA	MSS	EPM	EPM
LAB 229	1/91	Skylight Warning	4 1/4 x 3 1/4	7690-02-000-7035	EA	ERM	MDC	N/A
LAB 230	3/91	Loop Mail	8 1/2 x 5 1/2	7690-02-000-8684	EA	NET	MDC	N/A
LAB 232	1/92	Anchor Fixture Warning	3 x 5	N/A	EA	ERM	HQO	N/A
LAB 234	4/99	Return Parcel to Addressee	5 1/2 x 3 7/16	7690-02-000-9924	PG	PRI	MDC	N/A
LAB 235	10/92	Carrier Release	1 x 1/2	7690-03-000-9030	RL	PRI	MDC	P/F
LAB 251	7/06	DBCS Feeder Compression Label	8 x 1 1/2	7690-09-000-3824	EA	ENG	MDC	N/A
LAB 257-S	7/13	Priority Mail Express Open and Distribute — Destination Delivery Unit (DDU) — Flat Rate Envelopes	4 x 6	N/A	RL	DOM	EPM	N/A
LAB 257S-eVS	5/13	Priority Mail Express Open and Distribute — Destination Delivery Unit (DDU) — Flat Rate Envelopes — eVS	4 x 6	N/A	RL	DOM	EPM	N/A
LAB 285	10/10	Distracted Driving	8 1/2 x 11	7690-13-000-5736	EA	ERM	MDCIWB	N/A
LAB 291	5/13	Return to Sender: Due to Export Control Regulations (OFAC)	4 x 1 1/4	7690-17-000-0386	PG	IS	MDC	N/A
LAB 291-C	4/20	Mail Service Suspended: Return to Sender	3 x 2	7690-18-000-6763	PG	GB	MDCIWB	N/A
LAB 292-A	5/21	Customer Guidance on Export Regulations (green)	3 1/2 x 2	7690-18-000-7850	RL	IS	MDC	N/A
LAB 292-B	5/21	Customer Guidance on Prohibited Content or Dangerous Goods (orange)	3 1/2 x 2	7690-18-000-7851	RL	IS	MDC	N/A
LAB 292-C	5/21	Customer Guidance on International Shipments (yellow)	3 1/2 x 2	7690-18-000-7852	RL	IS	MDC	N/A
LAB 292-D	5/21	Customer Guidance on Domestic Shipments Outside the U.S (blue)	3 1/2 x 2	7690-18-000-7853	RL	IS	MDC	N/A
LAB 292-E	5/21	Customer Guidance on Import Restrictions (red)	3 1/2 x 2	7690-18-000-7854	RL	IS	MDC	N/A
LAB 298	10/16	Danger: Hazardous Area	9 x 7	7690-18-000-1875	EA	NET	MDC	N/A
LAB 309-A	2/04	Automated Postal Center: Sign (horizontal — “Fast”)	17 x 14	7690-07-000-0164	EA	MSS	MDC	N/A
LAB 309-B	10/11	Automated Postal Center: Sign (vertical — “Services”)	20 1/8 x 33 23/32	7690-07-000-0147	EA	CHN	MDC	N/A
LAB 309-C	2/04	Automated Postal Center: Decal (debit/credit cards)	13 x 1	7690-07-000-0162	EA	MSS	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 309-D	2/04	Automated Postal Center: Sticker (drop box sticker)	9 x 5	7690-07-000-0163	EA	MSS	MDC	N/A
LAB 309-E	5/04	Automated Postal Center: APC Safety Label (drop box warning sticker)	4 3/4 x 7	7690-07-000-0892	EA	MSS	MDC	N/A
LAB 309-F	5/05	Automated Postal Center: APC "No-Cash" Label	12 3/4 x 3/4	7690-08-000-1008	EA	RET	MDC	N/A
LAB 309-G	6/12	Automated Postal Center: Sign (vertical, small — "Self Service")	17 x 17 1/4	7690-16-000-8376	EA	CHN	MDC	N/A
LAB 316	7/06	e-VS Delivery Confirmation	2 1/2 x 3 1/4	N/A	RL	MSS	N/A	HQO
LAB 322	2/11	DBCS Repair Notification	24 x 1	7690-13-000-6716	EA	NET	MDC	N/A
LAB 323	10/16	Fasten Seatbelt	4 x 5	7690-18-000-1932	EA	ENG	MDC	N/A
LAB 400	1/13	USPS Tracking Number and Customer Receipt Label	3 1/8 x 2 5/16	7690-16-000-7948	PD	IT	MDC	N/A
LAB 400-R	8/13	USPS Tracking Number and Customer Receipt Label (Roll)	3 1/8 x 2 5/16	7690-17-000-0669	RL	IT	MDC	N/A
LAB 500	7/13	COD First-Class Mail Tracer Label	3-1/4 x 1-1/4	7690-17-000-0348	RL	CMO	MDC	N/A
LAB 650	4/12	Green Project Tree Adhesive Leaves	16 x 24	7690-16-000-7919	EA	DPG	MDCIWB	N/A
LAB 700	11/13	Deposit Mail Here	14 1/5 x 3 3/4	7690-17-000-0912	EA	RET	MDC	N/A
LAB 890-A	6/10	Recycle Plastic Wrap	5 x 7	7690-13-000-5383	EA	ERM	MDCIWB	N/A
LAB 890-B	6/10	Recycle Mixed Paper	5 x 7	7690-13-000-5384	EA	ERM	MDCIWB	N/A
LAB 891	3/12	Please Recycle: Paper Only	11 x 11	7690-16-000-7922	EA	DPG	MDCIWB	N/A
LAB 897	3/15	Return to Sender	1 1/2 x 1 1/4	7690-17-000-5620	RL	DOM	MDC	N/A
LAB 1073	11/13	Dinero Seguro Requirement for Dodd-Frank Act (Section 1073)	3 1/8 x 4	7690-17-000-0856	RL	GB	MDC	N/A
LAB 3800-N	1/14	Certified Mail (no barcode)	3 1/4 x 1 5/8	7690-17-000-0906	RL	DOM	MDC	P/F
LAB 3816	1/18	Collect on Delivery Hold For Pickup	4 x 6	7690-18-000-1983	EA	DOM	MDCIWB	N/A
LAB 6183	9/21	USPS Commercial Invoice for OCPI	4 x 6	N/A	EA	GB	e-IWB	e-WEB

# Management Instructions

Management Instructions are short, permanent instructions that provide specialized technical material directed to specific groups of employees.

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-270-2015-4	12/15	Postal Service Headquarters Access Control System	N/A	IS	IWEB	N/A
MI AS-280-2015-1	5/15	Preparation for and Response to a Biohazard Detection System Alert — Positive Test	N/A	COO	IWEB	N/A
MI AS-280-2021-7	11/21	Integrated Emergency Management Supporting Field Business Continuity	N/A	LR	IWEB	N/A
MI AS-300-2011-3	5/11	Advertising and Media Planning Policy and Guidelines	N/A	MS	IWEB	N/A
MI AS-300-2015-5	12/15	Requests to Conduct Research at the Postal Service	N/A	ERM	IWEB	N/A
MI AS-310-2013-6	6/13	Management of Policy and Procedure Information	N/A	CC	IWEB	N/A
MI AS-350-2004-4	5/04	E-mail Marketing	N/A	CA	IWEB	N/A
MI AS-350-2007-1	1/07	Computer Matching Programs	N/A	CA	IWEB	WWW
MI AS-510-87-14	9/87	Policy and Guidelines for Preventive Maintenance on Building Systems and Equipment	7610-03-000-3515	ENG	MDC	N/A
MI AS-510-88-4	4/88	Postal Space Serving Military Bases	7610-01-000-9929	FAC	HQO	HQO
MI AS-510-94-4	10/94	Security Counterlines	N/A	FAC	MDC	N/A
MI AS-510-2000-2	2/00	Changing Facility Designs After Project Approval	N/A	FAC	IWEB	N/A
MI AS-510-2011-2	4/11	Headquarters Mailroom Services	N/A	FAC	IWEB	N/A
MI AS-510-2013-1	1/13	Policies and Procedures for Using Conference Rooms at Postal Service Headquarters	N/A	FAC	IWEB	N/A
MI AS-510-2016-1	1/16	Postal Service Headquarters Parking	N/A	FAC	IWEB	N/A
MI AS-510-2021-6	11/21	Allocating and Renovating Headquarters Space	N/A	FAC	IWEB	N/A
MI AS-516-2008-1	1/08	Mold Prevention, Assessment, and Remediation	N/A	FIN	IWEB	N/A
MI AS-520-96-9	11/96	Facility Planning Concept	7610-03-000-8889	FAC	MDCIWB	MDC
MI AS-520-2004-10	10/04	Integrated Logistics Support for Capital Equipment	N/A	ENG	IWEB	N/A
MI AS-530-2020-1	1/20	NTSN Guidelines for PS-11 Electronics Technician Positions	N/A	FAC	IWEB	N/A
MI AS-550-96-8	9/96	Procedures for Reporting Releases of Hazardous and Regulated Substances to the Environment	7610-03-000-8317	ENG	MDC	N/A
MI AS-550-97-4	6/97	Facility Energy Management Program	7610-04-000-1182	ENG	MDCIWB	WWW
MI AS-610-2008-1	8/08	Maintaining a Contact Center Support Agreement	N/A	SM	IWEB	N/A
MI AS-610-2012-3	12/12	Web Site Affiliation Program	N/A	CHN	IWEB	WWW
MI AS-701-2015-2	9/15	Ensuring Data Integrity of IT Hardware Assets in the Asset Management System	N/A	IT	IWEB	N/A
MI AS-710-1999-3	5/99	Personal Property Management	N/A	FAC	IWEB	N/A
MI AS-730-2012-1	10/12	Management of Printed Materials Inventory	N/A	SM	IWEB	N/A
MI AS-740-2002-5	5/02	Federal Standard Requisitioning and Issue Procedures	N/A	SM	IWEB	N/A
MI AS-750-2017-4	12/17	USPS BlueEarth Inkjet and Toner Cartridge Recycling Instructions	N/A	SM	IWEB	N/A
MI AS-800-2014-2	4/14	Managed Mobile Computing	N/A	FIN	IWEB	N/A
MI AS-800-2018-2	1/18	Service Availability Policy	N/A	IT	IWEB	N/A

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-800-2018-3	8/18	Administrative Policies for Use and Management of Geographic Information Systems Technology	N/A	IT	IWEB	N/A
MI AS-800-2020-4	10/20	Assessment and Authorization Continuous Monitoring	N/A	IT	IWEB	N/A
MI AS-800-2021-1	1/21	Azure Cloud Environment Security Policies and Blueprint	N/A	IT	IWEB	N/A
MI AS-800-2021-2	2/21	Protection of Information at Rest	N/A	IT	IWEB	N/A
MI AS-800-2021-3	3/21	Third Party Cyber Risk Management	N/A	IT	IWEB	N/A
MI AS-800-2021-4	9/21	Hardware Security Internet of Things (IoT)	N/A	IT	IWEB	N/A
MI AS-800-2021-5	7/21	Cloud Computing Policy	N/A	IT	IWEB	N/A
MI AS-800-2022-1	1/22	Cloud and Electronic Mail Security	N/A	IT	IWEB	N/A
MI AS-800-2022-2	1/22	Automated Security Testing Requirements for USPS-Developed Applications	N/A	IT	IWEB	N/A
MI AS-800-2022-4	2/22	Cyber Risk Penetration Testing and Remediation	N/A	IT	IWEB	N/A
MI AS-800-2022-6	5/22	Use of External Computer Peripherals in Telework Environment	N/A	IT	IWEB	N/A
MI AS-800-2022-7	6/22	Authorization to Operate	N/A	IT	IWEB	N/A
MI AS-800-2022-10	6/22	Password Requirements	N/A	IT	IWEB	N/A
MI AS-800-2022-11	8/22	Requirements for Permitting Postal Service Data and Services Outside the United States	N/A	IT	IWEB	N/A
MI AS-800-2022-12	9/22	Media Data Disposal and Destruction	N/A	IT	IWEB	N/A
MI AS-810-2022-3	2/22	Cyber Risk Enterprise Network Scanning	N/A	IT	IWEB	N/A
MI AS-810-2022-14	9/22	Cyber Risk Enterprise Network Scanning: Customer Impact Resolution	N/A	IT	IWEB	N/A
MI AS-820-2004-6	6/04	The Advanced Computing System	N/A	IT	IWEB	N/A
MI AS-850-2003-12	11/03	Field Applications: Development and Retention	N/A	IT	IWEB	N/A
MI AS-860-2003-2	3/03	Data Stewardship: Data Sharing Roles and Responsibilities	N/A	IT	IWEB	N/A
MI AS-862-2014-1	3/14	Securing Customer Data	N/A	IT	IWEB	N/A
MI AS-862-2022-5	2/22	Cyber Risk Remediation and Response	N/A	IT	IWEB	N/A
MI AS-870-2019-1	8/19	Electronic Messaging	N/A	IT	IWEB	N/A
MI AS-872-2007-2	1/07	Facilities Database (FDB)	N/A	CR	IWEB	N/A
MI AS-873-2008-1	2/08	Cellular Services	N/A	IT	IWEB	N/A
MI AS-882-2011-6	9/11	Postal Service Use of Retail and Cell-Phone Cameras	N/A	IT	IWEB	N/A
MI DM-130-92-1	1/92	USPS Official Mail — Automation Compliance	7610-02-000-7332	PMG	MDC	MDC
MI DM-140-91-1	5/91	First-Class Mail Acceptance Policy	7610-02-000-7054	O	MDC	MDC
MI DM-140-91-2	8/91	Postage Meters Assigned to Military Post Offices	7610-02-000-7055	O	HQO	HQO
MI DM-140-2010-1	6/10	Assessing and Collecting Deficiencies in Postage or Fees	N/A	FIN	IWEB	N/A
MI DM-453-2016-1	1/16	Parcel Select Ground for Internal Postal Service Shipping	N/A	MMS	IWEB	N/A
MI DM-505-2012-1	2/13	Business Reply Mail — BRM Handling Time	N/A	MMS	IWEB	N/A
MI DM-505-2014-1	1/14	Business Reply Mail — Management Oversight Review	N/A	MMS	IWEB	N/A
MI DM-505-2014-2	8/14	Merchandise Return Service — Management Review	N/A	CMO	IWEB	N/A
MI DM-601-2009-1	1/09	Civil Enforcement Authority for Hazardous Materials	N/A	IS	IWEB	N/A
MI DM-601-2016-2	4/16	Hazardous Materials Acceptance and Handling Policy	N/A	IS	IWEB	N/A
MI DM-940-89-1	1/89	Furnishing Address Changes to Election Boards and Voter Registration Commissions	N/A	MS	IWEB	N/A

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI EL-110-2018-1	11/18	Administering Equal Employment Opportunity Official Time	N/A	LR	IWEB	N/A
MI EL-310-2021-2	7/21	Postal Service Telework Program for Nonbargaining Unit Employees	N/A	HR	IWEB	N/A
MI EL-340-2009-2	5/09	Reconstructing an Official Personnel Folder	N/A	ERM	IWEB	N/A
MI EL-380-2018-2	10/18	Procedures for Proposed Adverse Actions Against EAS Levels 18 and Above, Technical and Management Pay Bands, and PCES 01 Executives	N/A	LR	IWEB	N/A
MI EL-384-2014-1	7/14	Corporate Succession Planning	N/A	ERM	IWEB	N/A
MI EL-410-92-3	3/92	Compensation System for Structured Development Program Participants	7610-02-000-9837	ERM	HQO, IWEB	N/A
MI EL-430-2017-6	12/17	Back Pay	N/A	ERM	IWEB	N/A
MI EL-500-2022-2	1/22	Contracting With Individuals or Rehiring Into Career Nonbargaining Positions	N/A	HR	IWEB	N/A
MI EL-510-2019-2	1/19	Wounded Warriors Leave	N/A	HR	IWEB	WWW
MI EL-510-2019-6	9/19	Annual Leave Sharing Program	N/A	ERM	IWEB	N/A
MI EL-520-91-2	3/91	FEHB: Temporary Continuation of Coverage	7610-02-000-7057	ERM	HQO, IWEB	HQO
MI EL-520-2008-1	1/08	Health Benefits and Life Insurance Coverage During Military Service	N/A	ERM	IWEB	N/A
MI EL-650-2014-2	4/14	Representation of Postal Service Employees in Administrative Proceedings	N/A	LR	IWEB	N/A
MI EL-660-2009-10	10/09	Limited Personal Use of Government Office Equipment and Information Technology	N/A	IT	IWEB	N/A
MI EL-660-2020-1	5/20	Financial Disclosure Reporting Procedures for the U.S. Postal Service	N/A	GC	IWEB	N/A
MI EL-660-2020-2	11/20	Gifts and Decorations from Foreign Governments	N/A	GC	IWEB	N/A
MI EL-670-2018-4	9/18	Providing Personal Assistance Services (PAS)	N/A	ERM	IWEB	WWW
MI EL-670-2021-4	9/21	Providing Communication Accommodations to Employees and Applicants Who Are Deaf or Hard of Hearing	N/A	LR	IWEB	N/A
MI EL-710-2013-1	6/13	Requesting and Approving Funds for Training	N/A	ERM	IWEB	N/A
MI EL-710-2015-1	5/15	EAS Leadership Development	N/A	EDD	IWEB	N/A
MI EL-710-2016-4	8/16	Standard Training Program for Rural Letter Carriers, Course 10024378	N/A	ERM	IWEB	N/A
MI EL-720-2000-6	9/00	Business Mail Academy Training Program	N/A	ERM	IWEB	N/A
MI EL-730-2010-2	10/10	Submitting Requests for Purchases of Training Services	N/A	EDD	IWEB	N/A
MI EL-740-2021-3	10/21	Training Development Request Process	N/A	ERM	IWEB	N/A
MI EL-810-2010-1	1/10	Confined Space Safety Program	N/A	ERM	IWEB	N/A
MI EL-810-2013-5	6/13	Electrical Work Plan	N/A	ERM	IWEB	N/A
MI EL-810-2016-1	4/16	Hazard Communication (HazCom) Program	N/A	ERM	IWEB	N/A
MI EL-810-2017-4	10/17	Bloodborne Disease Exposure Control Plans	N/A	ERM	IWEB	N/A
MI EL-810-2019-5	5/19	Response to Hazardous Materials Releases	N/A	ERM	IWEB	N/A
MI EL-810-2021-3	8/21	Hearing Conservation Programs	N/A	ERM	IWEB	N/A
MI EL-810-2021-5	10/21	Personal Protective Equipment and Respiratory Protection Programs	N/A	ERM	IWEB	N/A
MI EL-810-2022-1	4/22	Locally Implemented Automated External Defibrillator Program	N/A	HR	IWEB	N/A
MI EL-823-2016-5	8/16	Bicycle Helmets	N/A	ERM	IWEB	N/A
MI EL-830-2008-5	12/08	Control of Asbestos Exposure From Brake and Clutch Repair and Service	N/A	ERM	IWEB	N/A
MI EL-850-2005-1	2/05	Emergency Procedures for Shelter-in-Place at Headquarters	N/A	ERM	IWEB	N/A
MI EL-860-98-2	5/98	Employee Medical Records	7610-04-000-4838	ERM	MDCIWB	N/A
MI EL-860-2022-8	5/22	Fitness-for-Duty Examinations	N/A	HR	IWEB	N/A

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI EL-890-2007-5	7/07	Integrated Waste Management	N/A	ERM	IWEB	N/A
MI EL-890-2016-3	12/16	Managing Asbestos in Postal Service Facilities	N/A	ERM	IWEB	N/A
MI EL-890-2019-3	2/19	Lead Hazard Management Program	N/A	ERM	IWEB	N/A
MI EL-890-2019-4	2/19	Recycling Standards for Paper, Cardboard, and Plastic for Mail Processing and Delivery Operations	N/A	GR	IWEB	N/A
MI FM-110-2015-1	1/15	Sarbanes-Oxley Policy for System Changes	N/A	FIN	IWEB	N/A
MI FM-130-2022-1	5/22	Closing the Financial Accountability of a Discontinued Post Office, Station, or Branch	N/A	FIN	IWEB	N/A
MI FM-242-2012-2	7/12	Scanning Receipts for eTravel Reports	N/A	NET	IWEB	N/A
MI FM-310-2012-3	7/12	Transfer of Management Official at Post Offices, Stations, and Branches	N/A	FIN	IWEB	N/A
MI FM-320-80-1	2/80	Electronic Funds Transfer (EFT)	7610-02-000-9081	FIN	MDC	MDC
MI FM-512-2014-4	5/14	Software Capitalization	N/A	FIN	IWEB	N/A
MI FM-530-2013-5	12/13	General Policy Regarding the Use of Government or Postal Owned or Leased Vehicles	N/A	FIN	IWEB	N/A
MI FM-610-2010-2	8/10	Advance Payments	N/A	FIN	IWEB	N/A
MI FM-610-2013-4	8/13	Compliance With the Prompt Payment Act	N/A	FIN	IWEB	N/A
MI FM-640-2013-3	10/13	Travel Policy for Contractor and Non-Postal Service Personnel	N/A	FIN	IWEB	N/A
MI FM-640-2014-4	7/14	Government-Issued, Individually Billed Travel Charge Cards	N/A	FIN	IWEB	N/A
MI FM-640-2015-3	6/15	EAS Privately Owned Vehicle (POV) Program	N/A	FIN	IWEB	N/A
MI FM-640-2017-2	1/17	Payment of Death Gratuity	N/A	FIN	IWEB	WWW
MI FM-640-2020-1	1/20	Expenses for Internal and External Events	N/A	FIN	IWEB	N/A
MI FM-640-2020-5	6/20	Postal Service Tax-Reporting Responsibilities — Event Mementos	N/A	FIN	IWEB	N/A
MI FM-640-2021-3	11/21	Verifying Payment Card Industry Compliance for Service Provider Engagement	N/A	FIN	IWEB	N/A
MI FM-640-2021-4	12/21	Expenses for an Unanticipated Crisis or Catastrophic Event	N/A	FIN	IWEB	N/A
MI FM-650-2018-2	2/18	Policy for Lodging for More Than 29 Consecutive Days for Postal Employees	N/A	HR	IWEB	N/A
MI FM-810-93-3	12/93	Claims Against Private Persons for Damage to Postal Property	7610-03-000-9422	FIN	MDC	GPO
MI FM-840-93-1	5/93	Adjudicating Authority for Claims for Financial Loss	7610-03-000-9203	FIN	MDC	N/A
MI IS-523-2019-1	8/19	Bait Money Order Program	N/A	IS	R	N/A
MI PM-4.4.1-2002-3	8/02	Economic Pay Adjustments for Highway and Domestic Inland Water Contracts	7610-05-000-5112	NET	MDCIWB	N/A
MI PO-110-91-1	4/91	Guidelines for Providing Retail Services to Military Installations	7610-02-000-7068	RET	HQO, IWEB	N/A
MI PO-120-2001-3	7/01	Lead Sales and Services Associate Training	N/A	RET	IWEB	N/A
MI PO-120-2007-2	8/07	Postal Service Retail Communications	N/A	RET	IWEB	N/A
MI PO-130-2003-1	8/03	POS ONE Manual Workaround: Business Contingency and Continuity Plan (BCCP) Document	N/A	RET	IWEB	N/A
MI PO-130-2021-2	10/21	Responding to Matter Nonmailable Under the PACT Act and POSECCA	N/A	RET	IWEB	N/A
MI PO-140-89-4	5/89	Stamps by Mail Procedures	7610-03-000-3837	RET	MDCIWB	N/A
MI PO-140-89-7	10/89	Retail Location Policy	7610-02-000-9126	RET	MDCIWB	N/A
MI PO-145-98-1	7/98	Breast Cancer Research Stamp	N/A	RET	IWEB	N/A
MI PO-160-2014-1	9/14	Complaint Resolution and Proper Use of Notice 4314-C, We Want to Know	N/A	CA	IWEB	N/A
MI PO-250-94-2	9/94	Telephone Courtesy	7610-03-000-4057	CA	MDC	N/A
MI PO-410-82-4	8/82	BMC Van Unloading	7610-01-000-9582	NET	HQO	HQO

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MI PO-410-83-6	12/83	Operation of Automated Mail Processing System	7610-03-000-3541	NET	MDC	MDC
MI PO-410-84-4	10/84	Second-Class Mail Van Unloading Policy	7610-03-000-3543	NET	HQO	HQO
MI PO-410-86-1	9/86	Process Control Computer Security	7610-03-000-3544	ENG	MDCIWB	HQO
MI PO-420-1999-1	3/99	Loop Mail Program	N/A	NET	IWEB	WWW
MI PO-439-2016-1	3/16	ZIP Code Boundary Review Process	N/A	NET	IWEB	N/A
MI PO-440-85-1	3/85	Color Coding: Destinating Parcels	7610-01-000-9589	NET	HQO	HQO
MI PO-440-88-4	10/88	Publication Watch — Revised Form and Procedures	7610-03-000-3801	NET	MDC	N/A
MI PO-530-83-5	11/83	Highway Contracts — Negotiated Service Changes	7610-03-000-3575	NET	HQO, IWEB	HQO
MI PO-530-2009-4	9/09	Screening Highway Transportation Contract Personnel	N/A	IS	IWEB	N/A
MI PO-530-2013-1	5/13	Highway Contract Route Global Positioning System	N/A	NET	IWEB	N/A
MI PO-530-2017-1	8/17	Highway Contract Route Exceptional Service Performance Payment Reconciliation	N/A	NET	IWEB	N/A
MI PO-530-2018-2	12/18	Processing Lease Trailer Damage Claims	N/A	NET	IWEB	WWW
MI PO-531-2018-1	7/18	Administration of Contract Delivery Service Routes	N/A	NET	IWEB	N/A
MI PO-531-2019-1	7/19	Monitoring Performance of Highway Contract Route Service	N/A	NET	IWEB	N/A
MI PO-540-1999-1	2/99	Trailer Repositioning Program	N/A	NET	IWEB	N/A
MI PO-540-2001-4	10/01	Rail Payments Manual Processing	N/A	NET	IWEB	N/A
MI PO-570-2021-1	10/21	Internal Use and Transport of Pallets and Pallet Boxes	N/A	NET	IWEB	N/A
MI PO-571-98-2	7/98	Establishment of the Mail Transport Equipment Configuration Control Committee (MTEC <sup>3</sup> )	N/A	NET	IWEB	N/A
MI PO-610-85-3	9/85	Daily Unit Volume Recording	7610-03-000-3511	NET	MDC	MDC
MI PO-610-87-1	9/87	Customer Services Management Data System (CMDCS)	7610-01-000-9720	NET	MDCIWB	MDC
MI PO-610-2002-2	6/02	Treasury Check Processing Standard Operating Procedures	N/A	NET	IWEB	N/A
MI PO-610-2002-3	11/02	Function 4 Standardized Customer Service Workload Reporting System	N/A	RET	IWEB	N/A
MI PO-680-96-1	9/96	<i>FastForward</i> <sup>TM</sup>	7610-03-000-8509	O	MDC	N/A
MI PO-680-2001-1	2/01	Request for Special Treatment of Improperly Prepared Mail	N/A	DEL	HQO	N/A
MI PO-720-2010-1	12/09	Alcohol and Drug Testing of Employees With a Commercial Driver's License (CDL)	N/A	NET	IWEB	N/A
MI PO-730-90-1	1/90	Accident Investigation Tort Claim Activities	7610-02-000-9137	NET	MDCIWB	N/A
MI SP-S2-2015-1	7/15	Noncompetitive Purchases	N/A	SM	IWEB	N/A



# Manuals

Manuals contain the basic policy information for the Postal Service.

PSIN	Issue	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
ASMISSUE		3/22	Administrative Support Manual	7610-02-000-9881	IS	IWEB	N/A
DMMISSUE		9/22	Mailing Standards of the United States Postal Service, Domestic Mail Manual	7610-03-000-9331	PRI	IWEB, PE	PE, WWW
DMM 100		1/22	A Customer's Guide to Mailing	7610-05-000-5072	PRI	MDCIWB	MDC, PE
ELMISSUE		9/22	Employee and Labor Relations Manual	7610-02-000-9963	HR	IWEB	WWW
FMMISSUE	4	6/83	Financial Management Manual	7610-02-000-9872	FIN	MDC	N/A
IMMISSUE		11/22	Mailing Standards of the United States Postal Service, International Mail Manual	7610-02-000-9904	PRI	IWEB, PE	PE, WWW
POMISSUE	9	4/22	Postal Operations Manual	7610-03-000-3558	RET	IWEB	N/A
SPPISSUE		9/22	Supplying Principles and Practices	N/A	SM	IWEB	WWW

## Memorandums of Policy

Memorandums of Policy (MOPs) are corporate procedures intended for specific audiences. These directives are available through the USPS Intranet page only.

**Note:** In this list, MOPs are placed in order by PSIN as follows: first by alphabetical order of organization (such as “COO,” “CR,” “DD,” etc.), *then by year* (even though the year is listed last in the PSIN), and then by month and date.

PSIN	Edition Date	Title	Org.	USPS Source	Public Source
MOP COO-09-22-1999	9/99	Delegation of Approval Authority Revision for Plant Projects	COO	IWEB	N/A
MOP COO-10-26-1999-2	10/99	Policy on Shifting Funds from the Headquarters to the Field	COO	IWEB	N/A
MOP COO-06-05-2000	6/00	Solicitation of Signatures on Postal Property	COO	IWEB	N/A
MOP COO-10-05-2000	10/00	Solicitation of Signatures on Postal Property	COO	IWEB	N/A
MOP COO-01-05-2001	1/01	Delegation of Approval Authority Revision for Plant Projects	O	IWEB	N/A
MOP COO-05-29-2001	5/01	Fiscal Year 2001 Capital Commitments Process-Facility Moratorium	PMG	IWEB	N/A
MOP COO-10-24-2001-1	10/01	Possibility of Harmful Biological Agents at Collection and Retail Acceptance Points	ERM	IWEB	N/A
MOP COO-10-24-2001-3	10/01	Anthrax Awareness, Protection and Reporting	ERM	IWEB	N/A
MOP COO-10-25-2001	10/01	Collection of Employee Data	ERM	IWEB	N/A
MOP COO-11-16-2001	11/01	Policy on Hoaxes and False Reports	CC	IWEB	N/A
MOP COO-12-16-2001	12/01	Vehicle and Facility Security — Mandatory Safety Talks	COO	IWEB	N/A
MOP COO-02-28-2002-2	2/02	High Bay Cleaning at U.S. Postal Service Facilities	COO	IWEB	N/A
MOP COO-03-7-2002	3/02	Revised Security Requirements	ERM	IWEB	N/A
MOP COO-12-19-2007	12/07	Mandatory Use of eBuy	SM	IWEB	N/A
MOP COO-10-22-2009	10/09	Postal Service Policy Dealing with Business Customers Mailing Cigarettes	COO	IWEB	N/A
MOP COO-08-29-2017	8/17	Interim Information Technology Business Continuity Policy	IT	IWEB	N/A
MOP CR-08-24-1998	8/98	Corporate Identity Policy and Guidelines	CC	IWEB	N/A
MOP DR-01-17-2002	1/02	Mandatory Consignment of Vehicle Repair Parts Inventory; National Program Contracts	DEL	IWEB	N/A
MOP DR-02-06-2002-A	2/02	Unauthorized Use of Voyager Card for Private Rural Carrier Vehicles	DEL	IWEB	N/A
MOP DR-02-06-2002-B	2/02	Mandatory Use of Goodyear Tire Contract and eBuy for Tire Purchases, Approval and Documentation Requirements for VMF Purchases	DEL	IWEB	N/A
MOP EN-06-10-1993	6/93	Policy for Environmental Protection	ENG	IWEB	N/A
MOP EN-03-22-1996	3/96	Energy Conservation Program Strategy	ENG	IWEB	N/A
MOP EN-06-25-1996	6/96	Alternative Fuel Utilization for Postal Vehicles	ENG	IWEB	N/A

PSIN	Edition Date	Title	Org.	USPS Source	Public Source
MOP EN-07-12-1996	7/96	Environmental Roles and Responsibilities for Managers	ENG	IWEB	N/A
MOP EN-07-31-1996	7/96	Alternative Fueled Vehicle Program	ENG	IWEB	N/A
MOP EN-09-06-1996	9/96	Roles and Responsibilities and Training Guide for Environmental Coordinators	ENG	IWEB	N/A
MOP EN-11-14-1996	11/96	AOI Project Support — Asbestos Surveys	ENG	IWEB	N/A
MOP EN-07-07-1997	7/97	Alternate Fuel Vehicle Strategic Plan	ENG	IWEB	N/A
MOP EN-05-18-1998	5/98	Asbestos Control Programs	ENG	IWEB	N/A
MOP ERM-10-28-2003	10/03	Making Workers' Compensation Adjustments to Back Pay Claims	ERM	IWEB	N/A
MOP ERM-05-14-2004	5/04	Salary Administration for a Trailing Postal Spouse	ERM	IWEB	N/A
MOP ERM-05-17-2004-1	5/04	Pay Administration for Nonbargaining Unit Employees — Change to Lower Level	ERM	IWEB	N/A
MOP ERM-05-17-2004-2	5/04	Pay Administration for Nonbargaining Unit Employees — Promotion Increase	ERM	IWEB	N/A
MOP ERM-05-27-2004	5/04	FMLA Eligibility Determination Following a Back Pay Claim	ERM	IWEB	N/A
MOP ERM-06-07-2004	6/04	EVA Reserve Distribution to Bargaining Unit Employees	ERM	IWEB	N/A
MOP ERM-06-18-2004	6/04	Severe Acute Respiratory Syndrome (SARS)	ERM	IWEB	N/A
MOP ERM-11-16-2004	11/04	Sunday Premium and Court Leave	ERM	IWEB	N/A
MOP ERM-02-17-2005	2/05	Automation of Unemployment Compensation Information Requests	ERM	IWEB	N/A
MOP ERM-01-12-2006	1/06	Recognition and Awards Program	ERM	IWEB	N/A
MOP ERM-01-26-2007	1/07	Postal Service Pandemic Influenza Plan	ERM	IWEB	N/A
MOP ERM-08-10-2007	8/07	September 15th National Migration — Important Date!	ERM	IWEB	N/A
MOP ERM-01-07-2009	1/09	Postal Service Policy on Water Filtration	ERM	IWEB	N/A
MOP ERM-01-09-2009	1/09	Official Personnel Folder Documents	ERM	IWEB	N/A
MOP ERM-02-05-2009	2/09	Changes to the Rehabilitation Act	ERM	IWEB	N/A
MOP FA-05-31-1996	5/96	Purchase and Lease of Contaminated Properties	FAC	IWEB	N/A
MOP FI-05-25-1999	5/99	Elimination of Internal Mail Chargeback	FIN	IWEB	N/A
MOP FI-09-27-1999	9/99	Response Guidelines for Inspector General Reports	FIN	IWEB	N/A
MOP FI-09-29-2000	9/00	Relocation Exceptions	FIN	IWEB	N/A
MOP FI-08-13-2009	8/09	PCES Relocation Benefits Policy	FIN	IWEB	N/A
MOP FI-09-06-2014	9/14	Policy Memo — Statistical Programs Letter #1, FY 2015	FIN	IWEB	N/A
MOP FI-08-22-2016	08/16	Policy Memo — Statistical Programs Letter #1, FY 2017: CCCS, RCCS, IOCS, ODIS-RPW, SIRVO-IODIS, SIRVI, and SPM	FIN	IWEB	N/A
MOP FI-12-08-2016	12/16	Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2017; CCCS, RCCS, ODIS-RPW, IOCS, TRACS, SIRVO-IODIS, SIRVI, and SPM	FIN	IWEB	N/A
MOP FI-06-01-2017	6/17	Policy Memo — Statistical Programs Letter #4, FY 2017: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, and SPM	FIN	IWEB	N/A

PSIN	Edition Date	Title	Org.	USPS Source	Public Source
MOP FI-12-01-2017	12/17	Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2018: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, SIRVI, and SPM	FIN	IWEB	N/A
MOP FI-04-24-2018	4/18	Policy Memo — Statistical Programs Letter #5, Fiscal Year (FY) 2018: SIRVI	FIN	IWEB	N/A
MOP FI-06-04-2018	6/18	Policy Memo — Statistical Programs Letter #6, Fiscal Year (FY) 2018: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, and SPM	FIN	IWEB	N/A
MOP FI-08-30-2018	8/18	Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2019: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, and SPM	FIN	IWEB	N/A
MOP FI-11-28-2018	11/18	Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2019: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, and SIRVI	FIN	IWEB	N/A
MOP FI-09-04-2019	9/19	Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2020: CCCS, RCCS, IOCS, ODIS-RPW, and SPM	FIN	IWEB	N/A
MOP FI-03-03-2020	3/20	Policy Memo — Statistical Programs Letter #3, Fiscal Year (FY) 2020: CCCS, RCCS, TRACS, IOCS, SIRVI, and SPM	FIN	IWEB	N/A
MOP FI-06-03-2020	6/20	Policy Memo — Statistical Programs Letter #4, Fiscal Year (FY) 2020: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, SIRVO-IODIS, and SPM.	FIN	IWEB	N/A
MOP FI-09-03-2020	9/20	Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2021: CCCS, RCCS, IOCS, and ODIS-RPW	FIN	IWEB	N/A
MOP FI-12-03-2020	12/20	Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, IOCS and IOCS-Cluster, ODIS-RPW, SIRVO-IODIS, and SPM	FIN	IWEB	N/A
MOP FI-03-03-2021	3/21	Policy Memo — Statistical Programs Letter #3, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, ODIS-RPW, and SPM	FIN	IWEB	N/A
MOP FI-06-03-2021	6/21	Policy Memo — Statistical Programs Letter #4, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, and SIRVO-IODIS	FIN	IWEB	N/A
MOP FI-09-03-2021	9/21	Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2022: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, and SPM	FIN	IWEB	N/A
MOP GC-10-25-2000	10/00	Lottery Advertising	GC	IWEB	N/A
MOP HR-03-16-1995	3/95	Clarification — EAS Selection Policy, Section XII, Exceptions	ERM	IWEB	N/A
MOP HR-10-10-2018	10/18	Postal Service Policy on Testimony by EEO Professionals	HR	IWEB	N/A
MOP HR-07-01-2021-1	7/21	Equal Employment Opportunity Policy Statement	HR	IWEB	N/A
MOP HR-07-01-2021-2	7/21	Postal Service's Policy on Workplace Harassment	HR	IWEB	N/A
MOP HR-06-29-2020-3	6/20	United States Postal Service Diversity and Inclusion Statement	HR	IWEB	N/A
MOP OPP-05-07-2003	5/03	Corporate Flats Strategy	OP	IWEB	N/A
MOP OS-04-21-1998	4/98	Hazardous Materials and Dangerous Goods in the Mail	O	IWEB	N/A
MOP OS-10-01-2001	10/01	Vehicle Security	DEL	IWEB	N/A
MOP PA&C-04-03-2000	4/00	Direct Line Communication Vehicle	CC	IWEB	N/A
MOP PG-02-18-2000	2/00	Foreign Travel	PMG	IWEB	N/A
MOP PG-04-17-2000	4/00	Spousal Travel — "Grossing Up" Taxes	PMG	IWEB	N/A
MOP PG-04-21-2000	4/00	Statement, Postmaster General William J. Henderson	PMG	IWEB	N/A
MOP PG-05-19-2000	5/00	Deviations for Relocation Benefits	PMG	IWEB	N/A
MOP PG-09-29-2000	9/00	Foreign Travel	PMG	IWEB	N/A
MOP PG-11-08-2000	11/00	Endorsement of Nonpostal Products, Services, or Businesses	PMG	IWEB	N/A
MOP PG-10-25-2002	10/02	Executive Award Policy	PMG	IWEB	N/A

PSIN	Edition Date	Title	Org.	USPS Source	Public Source
MOP PG-04-05-2004	4/04	Executive Recognition Awards	PMG	IWEB	N/A
MOP PG-06-17-2022	6/22	Individual HQ Organizations' Continuity of Operations (COOP) Planning	PMG	IWEB	N/A
MOP PP-09-20-2000	9/00	Policy Regarding Correspondence to Board of Governors	CC	IWEB	N/A
MOP PP-01-05-2001	1/01	Commercial Advertising Committee	GR	IWEB	N/A
MOP PP-02-13-2001	2/01	Stamp Subject Selection Criteria Changes	CC	IWEB	N/A
MOP PP-02-22-2001	2/01	Postal Policies and Procedures	CC	IWEB	N/A
MOP RE-06-16-1998	6/98	Hazardous Materials — Prominent Display of Poster 76 and Notice 107	IT	IWEB	N/A
MOP SM-05-25-2018	5/18	Electronic Equipment Disposal Process	SM	IWEB	N/A
MOP SM-03-27-2020	3/20	Interim Supplement to Management Instruction SP S2-2015-1 Noncompetitive Purchases	SM	IWEB	N/A
MOP SM-04-02-2020	4/20	Interim Supplemental Guidance to Supplying Principles and Practices – Purchase Plans	SM	IWEB	N/A
MOP SM-06-19-2020	6/20	Interim Supplement Extension to Management Instruction SP S2-2015-1 Noncompetitive Purchases	SM	IWEB	N/A
MOP SM-01-24-2022	1/22	Interim Supplemental Guidance to Supplying Principles and Practices and Other Directives, COVID-19 Test Kit Fulfillment and Mailing Initiative	SM	IWEB	N/A

# Notices

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 2	4/78	Portable Lockbox Unit	6 x 9	7610-03-000-9103	EA	DEL	MDC	N/A
NOT 3-A	11/11	Letter-Size Mail Dimensional Standards Template	13 x 8	7610-03-000-9053	EA	PRI	MDC	MDC
NOT 3-C	9/91	In-Office Cost System Auto Compatibility Template	8 x 11	7610-02-000-9004	EA	FIN	MDC	N/A
NOT 3-D	3/97	UCAN Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-E	3/97	SHAPE Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-F	3/97	REMIS Template	15 x 12	N/A	EA	FIN	HQO	N/A
NOT 3-H	5/06	Periodicals, Standard Mail, and Package Services: Bundle Weight and Height for Mail in Sacks	3 x 9	7610-05-000-4496	EA	CR	MDC	MDC
NOT 3-P	9/10	Parcel Surcharge Guide Template	17 x 2 1/2	7610-07-000-4874	EA	DEL	MDC	N/A
NOT 3-S	6/10	First-Class Mail Shape-Based Pricing Template	17 x 12 1/2	7530-10-000-0765	EA	PRI	MDC	MDC
NOT 8-A	5/94	Change-of-Address Kit	8 1/2 x 5 1/2	N/A	EA	O	CFS	P/F
NOT 9	6/94	No Smoking — Open Flame	8 1/2 x 6	7690-03-000-9210	EA	NET	MDC	N/A
NOT 11	8/02	Tips for Postal Customers with Centralized Mailboxes	8 1/2 x 11	7610-03-000-9146	PG	DEL	MDCIWB	MDC
NOT 12	8/95	Postal Customer Council Membership Certificate	11 x 8 1/2	7610-03-000-9176	EA	MSS	MDC	P/F
NOT 30	11/87	Time Conversion Table	8 1/2 x 11	7610-03-000-9359	EA	FIN	MDCIWB	N/A
NOT 32-B	9/10	Post Office Box Service Fee Due (FIM B Marking)	4 1/8 x 9 1/2	7610-03-000-8332	EA	RET	MDCIWB	N/A
NOT 32-C	9/10	Caller Service Fee Due (FIM C Marking)	4 1/8 x 9 1/2	7610-03-000-8333	EA	RET	MDCIWB	N/A
NOT 32-N	9/18	No-Fee (Group E) Post Office Box Renewal Notice/ Annual Verification	8 1/2 x 11	7610-04-000-5093	EA	MSS	IWEB	N/A
NOT 34	9/96	Management Instructions for Mail Delivery to a Central Point	8 1/2 x 11	7610-03-000-9150	EA	DEL	MDC	N/A
NOT 36	3/86	Labeling Bundled Mail	2 1/2 x 3 1/4	7610-01-000-9653	EA	NET	MDC	N/A
NOT 38	4/00	Approaches to Curbside Mailboxes	6 x 4	7610-03-000-9147	EA	DEL	MDC	N/A
NOT 50	9/92	Theft? Protect Your Mail	3 1/2 x 7 1/4	7610-02-000-9874	EA	IS	MDC	P/F
NOT 52	9/90	USPS Street Letter Box Painting Specifications	8 1/2 x 11	7610-02-000-9885	EA	ENG	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 61	1/94	Notice to Customers (Equipment)	8 1/2 x 5 1/2	7610-01-000-9664	EA	NET	MDC	P/F
NOT 67	4/11	Automation Template	12 3/8 x 8 1/2	7610-02-000-9906	EA	ENG	MDC	N/A
NOT 69-B	7/08	Neighborhood Delivery and Collection Box	5 x 7	7610-03-000-9185	EA	DEL	MDC	N/A
NOT 70	5/09	Privacy Act Notice — Human Resources Forms	8 1/2 x 11	7610-01-000-9670	EA	CA	MDCIWB	N/A
NOT 70-A	5/09	Privacy Act Notice — Investigative and Verification Forms	8 1/2 x 11	7610-12-000-7473	EA	CA	MDCIWB	N/A
NOT 70-B	5/09	Privacy Act Notice — OWCP Forms	8 1/2 x 11	7610-12-000-7474	EA	CA	MDCIWB	N/A
NOT 71	12/07	Bombs by Mail	3 11/16 x 8 1/2	7610-03-000-3583	EA	IS	MDCIWB	N/A
NOT 76	7/03	Expanded Vehicle Safety Check	4 x 5 3/4	7610-01-000-9673	EA	NET	MDCIWB	MDCWEB
NOT 80	3/92	Mail Chute Obstructions	8 1/2 x 5 1/2	7610-02-000-9961	EA	DEL	MDC	N/A
NOT 93	5/68	Alternative Mail Security Installations	8 x 10 1/2	7610-03-000-0408	EA	DEL	HQO	N/A
NOT 102	10/92	U.S. Postal Inspection Service Photo Display Folder	8 1/2 x 11	7610-02-000-7988	EA	IS	HQO	N/A
NOT 107	8/14	Let's Keep the Mail Safe	3 3/4 x 8 1/2	7610-01-000-9693	EA	IS	MDCIWB	WWW
NOT 107-S	8/14	Let's Keep the Mail Safe (Spanish)	3 3/4 x 8 1/2	7610-01-000-9693	EA	IS	MDCIWB	WWW
NOT 108	1/02	Customer Reassurance Notice	3 1/4 by 8 1/2	7610-05-000-4816	EA	RET	MDC	P/F
NOT 110	1/04	We Care Acknowledgment Card	6 x 4 1/4	7610-07-000-8494	EA	CA	MDC	N/A
NOT 121	10/12	Media Mail Service	3 1/2 x 9	7610-07-000-4037	EA	RET	IWEB	WWW
NOT 122	7/13	Domestic Claims — Customer Quick Reference Guide	8 1/2 x 5 1/2	7610-07-000-0937	EA	FIN	MDCIWB	MDCWEB
NOT 122-A	7/13	International Mail: Instructions to Initiate an Inquiry	8 1/2 x 3 3/4	7610-08-000-3561	PAD	GB	MDCIWB	P/F
NOT 123	10/22	Price List	8 1/2 x 11	7610-03-000-9257	EA	PRI	MDCIWB	PE, WWW
NOT 124	8/10	Automation Flats Template	12 5/8 x 8 3/4	7610-07-000-0165	EA	ENG	MDC	N/A
NOT 128	8/14	The Safety of the Mail Is Everyone's Responsibility	3 3/8 x 8 1/2	7610-08-000-1489	EA	IS	MDCIWB	MDCWEB
NOT 129	8/14	Don't Be the Victim of a Reshipping Scam!	3 3/4 x 8	7610-11-000-2201	EA	IS	MDCIWB	MDCWEB
NOT 129-S	1/12	No Sea Victima de una Estafa por Reenvio	3 3/4 x 8	7610-11-000-2201	EA	IS	MDCIWB	MDCWEB
NOT 130	6/86	Warning of Illegal Drugs	11 x 14	7610-03-000-3525	EA	IS	MDC	P/F
NOT 131	3/03	MPTQM	3 5/8 x 8 1/2	N/A	EA	SM	HQO	P/F
NOT 139	1/82	Public Auction — Sale of Used Postal Vehicles	8 1/2 x 11	7610-01-000-9698	EA	NET	HQO	N/A
NOT 172	5/13	Easy Secure Convenient (Wallet Card)	2 1/8 x 3 3/8	7610-07-000-5447	EA	ERM	MDC	N/A
NOT 173	3/05	Easy Secure Convenient (magnet)	2 x 3 1/2	7610-07-000-5734	EACH	ERM	MDC	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 174	5/08	Don't Be the Victim of a Check Scam!	3 5/8 x 8	7610-10-000-6227	EA	IS	MDCIWB	MDCWEB
NOT 174-S	1/12	No Sea una Victima de un Fraude de Cheques	3 5/8 x 8	7610-11-000-6227	EA	IS	MDCIWB	MDCWEB
NOT 180	5/10	Lobby Recycling (postcard)	5 1/2 x 3 1/2	7610-12-000-5651	EA	DPG	MDCIWB	P/F
NOT 204	4/96	Dog Days	3 5/8 x 8 1/2	7610-01-000-9730	EA	DEL	MDC	P/F
NOT 209	11/00	Mailbox Improvement Week	8 1/2 x 5 1/2	7610-03-000-9145	EA	DEL	MDCIWB	P/F
NOT 225	4/91	How to Complete Form 3925	8 1/2 x 11	7610-03-000-3582	EA	DEL	MDC	N/A
NOT 241	6/87	Administrating the Pandering Advertisement Statute	8 1/2 x 11	7610-01-000-9744	EA	GC	MDC	N/A
NOT 273	2/96	Rental Space Available in This Building	8 x 4	7610-03-000-3822	EA	FAC	MDC	N/A
NOT 276	5/90	Automation Readability Video Series	9 x 3 3/4	7610-02-000-7076	EA	NET	MDC	N/A
NOT 279	12/90	Heating Ventilating Air Conditioning Controls, Maintenance, and Calibration	11 x 17	7610-02-000-7077	EA	NET	MDC	N/A
NOT 299	10/08	Look Before You Cash	3 5/8 x 8	7610-05-000-5767	EA	IS	MDC	N/A
NOT 299-S	10/08	U.S. Postal Money Order Reference Card (Spanish)	3 5/8 x 8	7610-08-000-2072	EA	IS	MDCIWB	N/A
NOT 423	9/05	FEHB Temporary Continuation of Coverage	8 1/2 x 14	7610-02-000-7316	EA	ERM	MDCIWB	N/A
NOT 426	9/05	FEHB Health Benefits Coverage for Noncareer Employees	11 x 8 1/2	7610-02-000-9928	EA	ERM	MDCIWB	N/A
NOT 616	3/19	Premium Forwarding Service Residential (postcard)	9 x 6	7610-17-000-1524	EA	CHN	MDCIWB	WWW
NOT 640	4/12	How to Start a Recycling Program for Discarded Lobby Mail	8 1/2 x 11	7690-16-000-8354	EA	DPG	MDCIWB	N/A
NOT 650	4/12	Green Project Tree Overview	8 1/2 x 3 11/16	7690-16-000-7921	EA	DPG	MDCIWB	N/A
NOT 700	10/12	Check Before Mailing	13 x 8	7690-16-000-8922	EA	IS	MDCIWB	WWW
NOT 701-P	10/12	Check First (Tear-Off Pad)	8 x 8	7690-16-000-8923	EA	IS	MDCIWB	WWW
NOT 703	10/12	International Mail Only	16 1/2 x 11	7690-16-000-8924	EA	IS	MDCIWB	WWW
NOT 704	10/12	Check for Lithium Batteries	16 1/2 x 11	7690-16-000-8925	EA	IS	MDCIWB	WWW
NOT 890-A	3/12	Do Not Put in Compactor or Dumpster	8 1/2 x 11	7690-13-000-5381	EA	DPG	MDCIWB	N/A
NOT 4314-A	3/02	We Want to Know (Spanish)	3 3/4 x 9	7610-05-000-4889	PG	CA	MDC	P/F
NOT 4314-C	9/14	We Want to Know	3 3/4 x 9	7610-05-000-4859	PG	CA	MDC	P/F



# Postal Bulletin

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The *Postal Bulletin* is the official record of changes in Postal Service policies and procedures, and it is the vehicle for time-sensitive instructions and advance notice of changes in other directives. It is published biweekly and is effective for 1 year unless otherwise specified.

*Postal Bulletin* articles originate from Headquarters departments and are cleared and approved according to Management Instruction (MI) AS-310-2013-6, *Management of Policy and Procedure Information*. Field offices wishing to publish an article in the *Postal Bulletin* should contact their Headquarters vice president or designated representative.

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# Posters

Included are brief instructions, ID stickers, promotional material, safety and energy messages, and other information. Philatelic posters are not included on this list.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 4-A	1/73	Programmed Delivery Day — Color-Coded Label Chart	8 1/2 x 11	7690-01-000-9136	EA	NET	MDC	N/A
POS 5	7/05	Warning — Reusing Postage	11 x 8 1/2	7690-03-000-9182	EA	IS	MDC	N/A
POS 7	8/16	Rules and Regulations Governing Conduct on Postal Service Property	8 1/2 X 11	7690-03-000-9181	EA	IS	IWEB	WWW
POS 7-S	4/03	Rules and Regulations Governing Conduct on Postal Property	8 1/2 x 11	N/A	EA	EDD	IWEB	N/A
POS 21-B	3/01	Varieties of Sexual Harassment	18 x 24	7690-05-000-4309	EA	EDD	MDC	N/A
POS 21-C	3/01	Sexual Harassment — It's Illegal	18 x 24	7690-05-000-4310	EA	EDD	MDC	N/A
POS 25-A	3/78	Criteria For Processing Parcels In Bulk Mail Centers	17 x 22	7690-03-000-3797	EA	NET	MDC	N/A
POS 25-B	11/79	Criteria For Processing Parcels In Bulk Mail Centers	24 x 31	7690-01-000-9139	EA	NET	MDC	N/A
POS 25-C	12/93	Criteria For Processing Parcels In Bulk Mail Centers	8 1/2 x 11	7690-03-000-9287	EA	NET	MDC	N/A
POS 37	9/12	Is Your Package Safe to Mail?	24 x 36	7690-05-000-4804	EA	IS	MDCIWB	MDCWEB
POS 37-S	9/12	Is Your Package Safe to Mail?	18 x 24	7690-05-000-5499	EA	IS	MDCIWB	MDCWEB
POS 50-A	3/99	Breast Cancer Stamp	24 x 36 x 1	7690-04-000-6232	EA	GR	MDC	N/A
POS 50-B	3/99	Breast Cancer Stamp	24 x 36 x 1	7690-04-000-6233	EA	GR	MDC	N/A
POS 54-A	11/98	BMEU — Only You Can Prevent Revenue Loss	24 x 36	7690-04-000-5691	EA	FIN	MDC	N/A
POS 54-B	11/98	BMEU — Only You Can Prevent Revenue Loss	11 x 17	7690-04-000-5692	EA	FIN	MDC	N/A
POS 61	11/11	Postal Service Policy on Drug Abuse	8 1/2 x 11	7690-02-000-9123	EA	ERM	IWEB	N/A
POS 62	11/09	Achieving a Violence-Free Workplace Together	14 x 17	7690-05-000-4320	EA	LR	MDCIWB	N/A
POS 62-A	5/98	Violence-Free Workplace	24 x 36	7690-05-000-4321	EA	IS	MDC	N/A
POS 63	5/07	Postal Service Policy on Reporting Requirements for Sex Offenders	8 1/2 x 11	N/A	N/A	ERM	IWEB	N/A
POS 66	1/01	Workplace Security	18 x 24	7690-05-000-4228	EA	IS	MDCIWB	N/A
POS 72	11/18	Equal Employment Opportunity Is the Law	8 1/2 x 11	7690-03-000-9326	EA	EDD	IWEB	N/A
POS 74	8/09	Packaging Pointers	8 1/2 x 11	7690-03-000-9236	EA	PRI	MDCIWB	MDCWEB
POS 74-S	6/82	Packaging Pointers (Spanish)	17 x 22	7690-01-000-9166	EA	PRI	MDC	MDC
POS 76	1/99	Some Things Were Never Meant to Be Mailed	8 1/2 x 11	7690-03-000-9321	EA	IS	MDCIWB	WWW
POS 76-S	1/99	Hazardous Materials (Spanish)	8 1/2 x 11	7690-03-000-3697	EA	IS	MDCIWB	WWW
POS 81	4/01	Shipping a Reused Box?	9 x 12	7690-05-000-4434	EA	IS	HQOIWB	MDCWEB

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 83	3/98	How to Mail Permit Imprint Mail	8 1/2 x 11	7690-04-000-4742	EA	PRI	MDC	N/A
POS 84	9/06	Suspicious Mail	11 x 17	7690-07-000-7097	EA	IS	MDCIWB	MDCIWB
POS 113-A	11/88	Examine Empty Sacks and Pouches	11 x 14	7690-01-000-9901	EA	NET	MDC	N/A
POS 114-B	9/92	Defective Sack and Pouch Identification	21 x 28	7690-01-000-9182	EA	NET	MDC	N/A
POS 122	9/17	Timelines for Online Domestic Claims and Refunds	18 x 24	7690-17-000-1602	EA	CMO	MDCIWB	N/A
POS 123-S	1/13	Postal Rates and Fees	14 x 21	7690-03-000-4151	EA	PRI	MDC	MDC
POS 128	11/02	To Them Their Comments are Harmless. To Her, They are Offensive.		7610-05-000-5588	EA	EDD	MDCIWB	N/A
POS 129	12/02	In God We Trust	12 x 14	7690-05-000-5601	EA	CC	MDC	MDC
POS 133	6/02	MERLIN Mailpiece Orientation: Letters	24x36	N/A	EA	CR	HQO	N/A
POS 134	6/02	MERLIN Mailpiece Orientation: Flats	24x36	N/A	EA	CR	HQO	N/A
POS 136	8/03	REDRESS Resolve Employment Disputes Reach Equitable Solutions Swiftly	18 X 24	7690-04-000-5420	EA	ERM	MDCIWB	N/A
POS 137	8/98	REDRESS Questions & Answers	8 1/2 x 11	N/A	EA	GC	HQO	N/A
POS 138	8/14	Keep the Mail Safe	11 x 17	7530-05-000-5532	EA	IS	MDCIWB	WWW
POS 139	1/82	For Sale — Surplus Postal Vehicles	8 1/2 x 11	7690-01-000-9190	EA	NET	HQO	HQO
POS 143	2/03	This is Serious Business	16 x 20	7690-05-000-5963		EDD	MDCIWB	N/A
POS 149	7/05	The Perfect Bundle	18 x 24	7690-08-000-1438	EA	NET	MDCIWB	MDC
POS 150	9/14	You're Only As Strong As Your Weakest Link	8 1/2 x 11	7690-05-000-0361	EA	IS	MDCIWB	N/A
POS 157	6/06	Our Diversity Is Our Strength	18 x 24	7690-08-000-4672	EA	HR	MDCIWB	N/A
POS 158	10/19	Possession of Firearms and Other Dangerous Weapons on Postal Service Property Is Prohibited by Law	8 1/2 x 11	7610-03-000-3949	EA	IS	MDCIWB	MDC
POS 159	11/18	Workplace Harassment: Know Your Rights! Take Responsibility!	8 1/2 x 11	7690-07-000-2222	EA	ERM	MDCIWB	N/A
POS 160	11/01	Proper Documentation of USTs	24 x 36	7690-05-000-4601	EA	ENG	IWEB	N/A
POS 175	1/98	Bulk Mail Center Network	17 x 22	7690-03-000-9075	EA	NET	MDC	N/A
POS 181	7/05	Double Satchel Instructions	17 x 22	7690-05-000-4888	EA	DEL	MDC	N/A
POS 181-A	7/05	Double Satchel Features	8 1/2 x 11	N/A	EA	DEL	IWEB	WWW
POS 183-A	2/05	Easy Secure Convenient (small poster)	9 x 12	7690-07-000-5730	EA	ERM	MDC	N/A
POS 183-B	2/05	Easy Secure Convenient (large poster)	18 x 24	7690-07-000-5731	EA	ERM	MDC	N/A
POS 192-A	5/06	Skilled Maintenance Workers Make It Work	11 x 17	7690-08-000-3153	EA	ERM	MDCIWB	N/A
POS 192-B	5/06	Transform Yourself and Your Career	11 x 17	7690-08-000-3154	EA	ERM	MDCIWB	N/A
POS 204	7/16	OIG Fraud Awareness	11 x 14	7690-08-000-0914	EA	OIG	MDCIWB	WWW
POS 205-B	8/08	Suspicious and Unknown Powders	11 x 14	7690-08-000-1684	EA	IS	MDCIWB	N/A
POS 206	1/14	Recognizing Anonymous Mail	18 x 24	7690-10-000-0793	EA	IS	MDCIWB	N/A
POS 207	1/14	Anonymous Mail	18 x 24	7690-10-000-0794	EA	IS	MDCIWB	N/A

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 208	11/08	Revenue Protection	8 x 10	7690-12-000-4155	EA	IS	MDCWEB	MDCIWB
POS 211-A	6/08	Outgoing Clearance Color Code Application for BMCs/ASFs	9 x 12	7690-11-000-0540	EA	NET	MDCWEB	N/A
POS 211-B	6/08	Destination Delivery Color Code Application for BMCs/ASFs	9 x 12	7690-11-000-1115	EA	NET	MDCWEB	N/A
POS 212	6/08	Outgoing MXD Processing Color Code Application for a BMC/ ASF Serving as a Consolidation Gateway	9 x 12	7690-11-000-0541	EA	NET	MDCWEB	N/A
POS 213-A	6/08	Outgoing Clearance Color Code Application for Plants	9 x 12	7690-11-000-0542	EA	NET	MDCWEB	N/A
POS 213-B	6/08	Destination Delivery Color Code Application for Plants	9 x 12	7690-11-000-1116	EA	NET	MDCWEB	N/A
POS 214	6/08	Outgoing MXD Processing Color Code Application for a Plant Serving as a Consolidation Gateway	9 x 12	7690-11-000-0543	EA	NET	MDCWEB	N/A
POS 221	8/21	Expedited Packaging Supplies Available at Retail	24 x 36	7690-18-000-6936	EA	RET	MDC	N/A
POS 239	8/08	Mail Theft, Employee Awareness	8 1/2 x 11	7690-11-000-5108	EA	IS	MDCIWB	N/A
POS 263-A	9/90	Mexico Money Order Service	14 x 21	7690-03-000-0429	EA	GB	HQO	HQO
POS 263-B	9/90	Mexico Money Order Service	24 x 36	7690-03-000-0430	EA	GB	HQO	HQO
POS 286	9/11	Suspicious Mail	18 x 24	7690-13-000-6715	EA	DPG	MDCIWB	N/A
POS 296	6/06	Notice of Reward	8 1/2 x 11	7690-03-000-9335	EA	IS	MDCIWB	MDCIWB
POS 298	1/21	Domestic Hazardous Materials Warning Labels and Markings	9 x 12	7690-05-000-4227	EA	IS	MDCIWB	MDCWEB
POS 308	3/01	Postal Store	16 x 24	7690-05-000-4311	EA	PRI	MDC	N/A
POS 309	2/04	Automated Postal Center: Poster (stanchion)	21 x 28	7690-07-000-0146	EA	SAL	MDC	N/A
POS 310	1/98	Mail Theft is a Crime	14 x 11	N/A	EA	IS	HQO	HQO
POS 311	7/08	Tampering With Mail	9 x 12	7690-05-000-4815	EA	IS	MDCIWB	MDCWEB
POS 313	2/12	Service Performance	8 1/2 x 11	7690-08-000-4342	EA	RET	MDCIWB	N/A
POS 315	4/17	The Reasonable Accommodation Process	8 1/2 x 11	7690-07-000-7706	EA	LR	MDCIWB	MDCWEB
POS 318	1/09	Civil Penalty Notice	11 x 17	7690-12-000-5537	EA	IS	MDCIWB	MDCWEB
POS 326-B	5/14	Heat Stress: Tips to Prevent Heat Stress	11 x 17	7690-17-000-1688	EA	ERM	MDCIWB	N/A
POS 337	9/12	The Place You Work Is the Workplace You Protect	8 1/2 x 11	7690-16-000-8862	EA	IS	MDCIWB	N/A
POS 339	10/13	Threats Are No Laughing Matter	24 x 36	7690-17-000-0599	EA	IS	MDCIWB	N/A
POS 341	5/14	You Are Your Most Important Delivery	8 1/2 x 11	7690-17-000-1670	EA	IS	MDCIWB	N/A
POS 355-B	7/94	What's the Idea?	8 1/2 x 11	7690-02-000-3993	EA	ERM	MDC	MDC
POS 360-L	5/13	MTE Costs Money (Large)	36 x 24	7690-17-000-0325	EA	NET	MDC	N/A
POS 360-R	5/13	MTE Costs Money (Regular)	24 x 18	7690-17-000-0326	EA	NET	MDCIWB	N/A
POS 361-L	5/13	MTE, Flat Tubs (Large)	36 x 24	7690-17-000-0327	EA	NET	MDC	N/A
POS 361-R	5/13	MTE, Flat Tubs (Regular)	18 x 24	7690-17-000-0328	EA	NET	MDCIWB	N/A
POS 362-L	5/13	Don't Dump MTE (Large)	24 x 36	7690-17-000-0329	EA	NET	MDC	N/A

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POS 362-R	5/13	Don't Dump MTE (Regular)	18 x 24	7690-17-000-0330	EA	NET	MDCIWB	N/A
POS 363	5/13	MTE: Got It? Return It!	36 x 24	7690-17-000-0331	EA	NET	MDCIWB	N/A
POS 380-A	9/14	Globally Harmonized System (GHS): Data Sheets	11 x 17	7690-17-000-0346	EA	ERM	MDCIWB	N/A
POS 400	6/11	Depression Awareness: Understanding Depression	11 x 17	7690-13-000-6985	EA	LR	MDCIWB	N/A
POS 401	7/11	Depression Awareness: Symptoms of Depression	11 x 14	7690-13-000-6986	EA	LR	MDCIWB	N/A
POS 402	8/11	Depression Awareness: Overcoming Depression	11 x 14	7690-13-000-6987	EA	LR	MDCIWB	N/A
POS 501	4/02	Hotline: Working to Build an Efficient and Effective Postal Service	16 x 20	7690-05-000-5084	EA	OIG	MDC	N/A
POS 505	1/16	USPS Package Returns Comparison	11 x 17	N/A	EA	CMO	HQOIWB	N/A
POS 527	8/02	Money Order Poster	14 x 21	7690-02-000-7085	EA	IS	MDC	MDC
POS 543	1/00	Two Easy Methods to Bid Jobs		7690-04-000-8865	EA	ERM	MDCIWB	N/A
POS 547-A	9/12	MTE Stacking Standards (Plants, Dark Blue, 24x36)	24 x 36	7690-16-000-8828	EA	NET	MDC	N/A
POS 547-B	9/12	MTE Stacking Standards (Plants, Dark Blue, 18x24)	18 x 24	7690-16-000-8829	EA	NET	MDC	N/A
POS 547-C	9/12	MTE Stacking Standards (POs, Light Blue, 18x24)	18 x 24	7690-16-000-8830	EA	NET	MDC	N/A
POS 612-X	9/07	Blank Blue Parcel Slide Translite	19 1/2 x 9 1/2	7690-10-000-6188	EA	CR	MDC	N/A
POS 614	8/06	Apply for a U.S. Passport Here (two-sided cling)	24 x 36	7690-08-000-4431	EA	CR	MDCIWB	N/A
POS 615	8/08	Recycling Poster	24 x 36	7690-11-000-5150	EA	RET	MDCIWB	WWW
POS 616	1/14	Premium Forwarding Service Residential (lobby poster)	9 x 12	7690-17-000-1525	EA	CHN	MDCIWB	N/A
POS 620-BME	1/15	It Begins With a Smile (BMEU Clerk)	18 x 24	7690-17-000-0111	EA	CR	MDCIWB	N/A
POS 620-CC	1/15	It Begins With a Smile (City Carrier)	18 x 24	7690-16-000-8985	EA	CA	MDCIWB	N/A
POS 620-CCA	1/15	It Begins With a Smile (Customer Care Agent)	18 x 24	7690-17-000-4859	EA	CA	MDCIWB	N/A
POS 620-MH	1/15	It Begins With a Smile (Mail Handler)	24 x 18	7690-16-000-8986	EA	CA	MDCIWB	N/A
POS 620-RC	1/15	It Begins With a Smile (Rural Carrier)	24 x 18	7690-16-000-8983	EA	CA	MDCIWB	N/A
POS 620-SSA	1/15	It Begins With a Smile (Sales and Services Associate)	18 x 24	7690-16-000-8984	EA	CA	MDCIWB	N/A
POS 621	1/15	Delivery Done Right	18 x 24	7690-16-000-8987	EA	CA	MDCIWB	N/A
POS 622	1/15	We Value Your Business	18 x 24	7690-16-000-8988	EA	CA	MDCIWB	N/A
POS 644	9/02	Buy Stamps Fast	24 x 36	7690-05-000-4216	EA	CR	MDC	N/A
POS 650	4/12	Green Project Tree Poster (leaves blank)	36 x 36	7690-16-000-7917	EA	DPG	MDCIWB	N/A
POS 651	4/12	Green Project Tree Poster (leaves filled in)	24 x 24	7690-16-000-7918	EA	DPG	MDCIWB	N/A
POS 701-L	10/12	Check First (large poster)	24 x 36	7690-16-000-8927	EA	IS	MDCIWB	WWW
POS 701-S	10/12	Check First (small poster)	18 x 24	7690-16-000-8926	EA	IS	MDCIWB	N/A
POS 702	3/18	Prohibited in International Mail: Dangerous Goods Warning Labels	24 x 36	7690-16-000-8928	EA	IS	MDCIWB	WWW
POS 703	4/19	LLV Fire Prevention (A)	18 x 24	7690-18-000-4761	EA	DEL	MDCIWB	N/A

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POS 704	4/19	LLV Fire Prevention (B)	18 x 24	7690-18-000-4762	EA	DEL	MDCIWB	N/A
POS 705	4/19	LLV Fire Prevention (C)	24 x 18	7690-18-000-4763	EA	DEL	MDCIWB	N/A
POS 804	4/08	Always Carry a Valid Driver's License	8 1/2 x 11	N/A	EA	ERM	IWEB	N/A
POS 890-A	10/10	We Recycle!	18 x 24	7690-13-000-5285	EA	ERM	MDCIWB	N/A
POS 890-B	8/10	Reduce It! This Is a Zero Waste Site	11 x 14	7690-13-000-5380	EA	ERM	MDCIWB	N/A
POS 900	11/21	USPS Shoe Policy	11 x 17	7690-18-00-8441	EA	HR	MDCIWB	N/A
POS OSHA 3165	4/01	Job Safety and Health Protection — English Language	20 x 14	7690-05-000-4387	EA	ERM	MDC	N/A
POS OSHA 3167	4/01	Job Safety and Health Protection — Spanish Language	20 x 14	7690-05-000-4388	EA	ERM	MDC	N/A

# Publications

Publications are specialized instructions, often meant for the public, such as how-to guides or brochures, catalogs, and reference works.

PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
PUB 5		12/18	Let's Do Business	7610-03-000-9156	SM	IWEB	WWW
PUB 5-A		7/01	Let's Do Business	7610-05-000-4225	EDD	MDCIWB	P/F
PUB 8		9/17	ACS Product Information Guide	N/A	IMAQ	IWEB	WWW
PUB 9		1/10	USA Philatelic Catalog Request With Business Reply Card	7610-03-000-4604	GR	MDCIWB	WWW
PUB 12		2/14	Health Benefits Open Season Administrative and Processing Information	7610-03-000-5937	LR	IWEB	N/A
PUB 14		8/14	Prohibitions and Restrictions on Mailing Plants, Animals, and Related Matter	7610-02-000-7902	PRI	IWEB	WWW
PUB 16		8/89	Mail Chutes, Receiving Boxes, and Auxiliary Collection Boxes: Regulations and Specifications	7610-03-000-9310	O	MDC	P/F
PUB 20		8/95	Priority Mail	7610-02-000-9975	SMD	MDC	N/A
PUB 22		6/21	Expedited Packaging Supplies	N/A	DOM	IWEB	N/A
PUB 25		11/18	Designing Letter and Reply Mail	7610-03-000-9119	PRI	IWEB	WWW
PUB 28		11/22	Postal Addressing Standards	7610-03-000-3688	IMAQ	IWEB, PE	PE
PUB 30		4/96	Breast Cancer	7610-03-000-7043	PRI	MDC	P/F
PUB 32		7/13	Glossary of Postal Terms	7610-03-000-9296	CC	IWEB	WWW
PUB 37		8/96	How to Find Financing for Your Business	7610-03-000-7996	EDD	MDCIWB	N/A
PUB 38		2/80	Postal Agreement with the Department of Defense	7610-01-000-9809	DEL	MDCIWB	MDC
PUB 38-A		6/83	Guidelines for Providing Postal Services on a Military Installation	7610-03-000-3555	NET	MDCIWB	HQO
PUB 39		5/06	United States Postal Service Coloring and Activity Book	7610-03-000-9154	GR	MDCIWB	P/F
PUB 44		5/71	Repair Parts Catalog — ZIP Mail Translator (ZMT) Model 304	7610-04-000-4347	ENG	MDCIWB	N/A
PUB 45		6/09	Achieving a Violence-Free Workplace Together	7610-04-000-4848	LR	MDCIWB	N/A
PUB 46		7/94	Business Reply Mail Accounting System	7610-03-000-9450	PRI	MDC	P/F
PUB 52		7/22	Hazardous, Restricted, and Perishable Mail	7610-03-000-9109	PRI	IWEB, PE	PE, WWW
PUB 54		5/17	Notice of Bomb Threat	7610-03-000-8546	IS	MDCIWB	N/A
PUB 55		7/95	USPS Procedures: Mail Cover Requests	N/A	IS	HQO	N/A
PUB 56-A	7	4/82	Owner's Guide, Model DJ-5 Series Dispatcher 100 Light Delivery Truck	7610-01-000-9817	NET	MDC	HQO
PUB 57	5	1/92	REDI Plant Load User's Guide	7610-02-000-9110	NET	MDC	MDC
PUB 60		2/99	A Great Place to Work	7960-04-000-6126	ERM	MDCIWB	N/A
PUB 60-B		10/99	A Great Place to Work for City Carriers	7610-04-000-8735	ERM	MDCIWB	MDC
PUB 60-C		6/01	Automotive Maintenance Workers	7610-05-000-4416	ERM	MDCIWB	MDC
PUB 60-D		12/06	A Great Place to Work for Skilled Maintenance Workers	7610-05-000-4417	ERM	MDCIWB	MDCWEB
PUB 73		8/96	Business Review Process Manager's Guide	N/A	MSS	HQO, IWEB	N/A
PUB 75		1/95	Mover's Guide	7610-03-000-4795	IMAQ	MDC	P/F
PUB 75-S		10/94	Mover's Guide (La Mudanza) (Spanish)	7610-03-000-4096	IMAQ	MDC	P/F
PUB 79		1/70	Repair Parts Catalog — Canceling Machine, Model F	7610-03-000-3559	ENG	MDC	N/A
PUB 81	4-7	10/70	Repair Parts Catalog — Edger Stacker Model 301	7610-01-000-9824	ENG	HQO	HQO
PUB 88		1/70	Repair Parts Catalog — Detecto Scale, 70 lb, Model 4602	7610-03-000-3561	ENG	HQO	N/A



PSIN	TL	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
PUB 89		1/70	Repair Parts Catalog — Peerless-Triner Scale Model 1870	7610-01-000-9829	ENG	MDC	N/A
PUB 94		11/18	REDRESS	7610-03-000-7914	HR	IWEB	WWW
PUB 97		1/17	Priority Mail Express Manifesting Business and Technical Guide	N/A	DOM	IWEB	WWW
PUB 97-A		1/17	Priority Mail Express Manifesting Administrative Guide	N/A	DOM	IWEB	N/A
PUB 100		1/20	The United States Postal Service: An American History	7610-03-000-9247	GR	MDCIWB	MDCWEB
PUB 101		1/87	Engineering Change Board Organization and Operation	7610-01-000-9803	O	MDC	MDC
PUB 102		12/19	Mediating Postal Disputes	7610-04-000-5158	LR	IWEB	WWW
PUB 106		7/01	Guide To Professional Parting	7610-05-000-4402	ERM	MDCWEB	N/A
PUB 107		5/97	Crisis Management Plan for Incidents of Violence in the Workplace	7610-04-000-0990	ERM	MDCIWB	N/A
PUB 108		4/15	Threat Assessment Team Guide	7610-04-000-0991	LR	IWEB	N/A
PUB 109		9/07	Extra Services Technical Guide: Postal Forms, Labels, and Electronic Files	7610-05-000-0355	PRI	IWEB	WWW
PUB 116		8/02	Postal Contract Unit Operations Guide	7610-03-000-9506	RET	MDCIWB	N/A
PUB 119		10/11	Sources of Historical Information on Post Offices, Postal Employees, Mail Routes, and Mail Contractors	7610-05-000-4418	GR	IWEB	WWW
PUB 122		9/16	Domestic Claims: Customer Reference Guide	7610-03-000-9059	FIN	MDCIWB	MDCWEB
PUB 122-A		10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934	GB	MDC	P/F
PUB 123		1/22	Domestic Business Reply Mail Guide	N/A	CMO	IWEB	N/A
PUB 129		8/19	Safety Talks	N/A	ERM	IWEB	N/A
PUB 130		8/95	1995 Position Papers	7610-03-000-0439	GR	MDC	N/A
PUB 131		4/12	The Postal Service Unsolicited Proposal Program	N/A	SM	IWEB	WWW
PUB 133		11/18	What You Need to Know About EEO	7690-03-000-4279	ERM	MDCIWB	MDCWEB
PUB 135		4/02	Periodicals Accuracy, Grading and Evaluation (Page) Program	N/A	PRI	HQO	P/F
PUB 139		9/19	How to Package and Ship Cremated Remains	7610-17-000-1503	DOM	MDCIWB	MDCWEB
PUB 141		10/19	Global Express Guaranteed Service Guide	N/A	GB	IWEB	WWW
PUB 144	1	10/70	Repair Parts Catalog — Stacker, Conveyor and Culling Machine, Model 89 A and B	7610-03-000-3567	ENG	HQO	N/A
PUB 146		8/18	A Law Enforcement Guide to the U.S. Postal Inspection Service	7610-03-000-5307	IS	R	N/A
PUB 147		7/99	Web Standards Guide	N/A	IT	IWEB	N/A
PUB 150		3/92	Automation and Retail Equipment	7610-01-000-9848	ENG	MDC	MDC
PUB 153		5/02	People and Places of the Pacific: A Celebration on Stamps	7610-05-000-5043	EDD	MDCIWB	P/F
PUB 155		10/83	Rural Letter Carrier Safety Orientation	7610-03-000-3569	DEL	MDC	MDC
PUB 156		1/14	Guide to Contract Postal Units for Postal Service Employees	7610-07-000-5474	RET	IWEB	N/A
PUB 158		5/06	You Could Have What It Takes to Be a Postal Service Skilled Maintenance Worker	7610-08-000-3155	ERM	MDCIWB	N/A
PUB 159-A	5	2/87	Contingency Planning — Work Stoppages	7610-03-000-9309	NET	R	N/A
PUB 162		2/09	Because the Mail Matters	7610-05-000-5085	IS	MDCIWB	MDCWEB
PUB 164		6/08	Compensation, Relocation Benefits, and Reinstatement Policies for Career Employees in Transition: Q's and A's	7610-05-000-4393	HR	IWEB	N/A
PUB 165		5/99	Q's and A's: Compensation Programs Applicable to Transitional Employees	N/A	ERM	HQO, IWEB	N/A
PUB 166		10/19	Mail Center Security Guide	7690-05-000-4890	IS	MDCIWB	WWW

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PUB 167-B		5/17	Response Checklist for Suspicious Mail and Unknown Powders or Substances	7610-09-000-4022	IS	MDCIWB	N/A
PUB 170		10/99	Security Control Officer Program (Folder)	7610-05-000-0362	IS	MDCIWB	NA
PUB 174		9/08	How to Avoid Dog Bites: Dogs and Dog Repellent	7610-03-000-9027	DEL	IWEB	N/A
PUB 176		10/05	Carrier Robberies and Assaults	7610-01-000-9858	IS	MDCIWB	MDCWEB
PUB 177		4/03	Guidelines for Optimizing Readability of Flat-Size Mail	7690-07-000-7338	CMO	MDCIWB	MDCWEB
PUB 178		7/04	Recommendations for Designing Flat-Size Mail	7610-07-000-0613	CMO	MDCIWB	MDCWEB
PUB 180		4/06	Postal Explorer Internet User Guide (Brochure)	7610-08-000-4133	PRI	MDC	P/F
PUB 181		1/21	Join Our Team! Rural Carrier Associate	7610-08-000-3856	ERM	MDCIWB	WWW
PUB 183		5/06	Join Our Team! Postmaster Relief/Leave Replacement	7610-08-000-3858	ERM	MDCIWB	N/A
PUB 186		1/07	Celebrating with Pictorial Postmarks	7610-09-000-9178	GR	MDCIWB	MDCWEB
PUB 192		10/08	Tips for Collecting Stamps	7610-03-000-9314	GR	MDCIWB	MDCWEB
PUB 194		7/00	Treasury of Stamps	7610-05-000-4021	GR	MDC	MDC
PUB 195		2/92	ODIS: Origin-Destination Information System	7610-02-000-7904	FIN	MDC	N/A
PUB 203		11/14	Managing Classified Information	7690-17-000-4692	IS	MDCIWB	N/A
PUB 205		3/08	Electronic Verification System Business and Technical Guide	N/A	CR	IWEB	WWW
PUB 208		7/08	Services Available from Rural Carriers	7610-03-000-9402	RET	MDCIWB	MDCWEB
PUB 218		8/01	An Invitation to Join Your Postal Customer Council	7610-03-000-9449	MSS	MDCIWB	P/F
PUB 220		8/13	Discount "Postal Customer" Mailings: A Guide for the House of Representatives	N/A	GR	IWEB	WWW
PUB 223		12/22	Directives and Forms Catalog	7610-03-000-9087	CC	IWEB	WWW
PUB 225		6/20	An Introduction to Stamp Collecting	7610-02-000-7089	CMO	IWEB	WWW
PUB 226		6/20	Creating U.S. Postage Stamps	N/A	CMO	IWEB	WWW
PUB 248		11/06	The Perfect Bundle	7610-08-000-1439	NET	MDCIWB	MDCIWB
PUB 259		1/82	History of the Postal Inspection Service	7610-03-000-9273	IS	MDC	P/F
PUB 260-A		7/20	U.S. Postal Inspection Service: Delivering a World of Career Opportunities	7610-04-000-8760	IS	MDCIWB	MDCWEB
PUB 265-A		10/17	Centralized Mail Delivery — Residential Applications	7610-03-000-3573	DEL	IWEB	WWW
PUB 265-B		10/17	Centralized Mail Delivery — Commercial Applications	7610-03-000-9192	DEL	IWEB	WWW
PUB 265-C		10/17	Centralized Mail Delivery — Garden Apartment Applications	7610-01-000-9874	DEL	IWEB	WWW
PUB 265-D		3/19	Ensuring Security of Apartment Mailboxes	7610-18-000-4564	IS	MDCIWB	WWW
PUB 266		1/14	Blueprint for Facility Security	7610-03-000-9315	IS	MDCIWB	N/A
PUB 275		3/09	Before, During, and After a Post Office Robbery	7610-01-000-9914	IS	MDCIWB	N/A
PUB 278		2/08	U.S. Postal Inspection Service: A Guide for the U.S. Congress	7610-08-000-4312	IS	IWEB	WWW
PUB 280		8/20	Identity Theft: Safeguard your personal information	7610-05-000-0653	IS	MDCIWB	WWW
PUB 281		7/19	Consumer Fraud by Phone or Mail: Know How to Protect Yourself	7610-02-000-9388	IS	MDCIWB	MDCWEB
PUB 281-S		5/12	Consumer Fraud by Phone or Mail: Know How to Protect Yourself (Spanish)	7610-03-000-9401	IS	MDCIWB	MDCWEB
PUB 286		7/03	Postal Customer Council Program	7610-02-000-9999	MSS	MDCIWB	P/F
PUB 287		10/06	PCC Small Business Resource Guide	7610-09-000-9126	CR	MDC	MDC
PUB 295		9/02	Hispanic People and Events on U.S. Postage Stamps	7610-03-000-9507	EDD	MDCIWB	MDC
PUB 296		4/12	CPU Marketing Brochure ("There's a Business Hiding Inside Your Business")	7610-05-000-5083	NET	MDCIWB	N/A

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PUB 297		11/07	Land of Diversity: Stories of American Heritage	7610-10-000-6363	GR	MDCIWB	MDCWEB
PUB 300-A		7/19	U.S. Postal Inspection Service Guide to Preventing Mail Fraud	7610-04-000-6949	IS	MDCIWB	MDCWEB
PUB 300-A-S		8/19	Prevenir el Fraude Postal	7610-04-000-6950	IS	MDCIWB	MDCWEB
PUB 302		9/12	Safe and Secure: Postal Employee Crime Prevention	7610-03-000-9088	IS	MDCIWB	N/A
PUB 306		1/99	Bulk Mail Center Information Guide	N/A	NET	IWEB	N/A
PUB 307		3/08	Stop Unsolicited Sexually Oriented Advertisements in Your Mail	7610-10-000-6438	IS	MDCIWB	N/A
PUB 308		9/16	Know Your Rights: A Guide for Victims and Witnesses of Crime	7610-04-000-5315	IS	MDCIWB	MDCWEB
PUB 308-S		7/19	Know Your Rights: A Guide for Victims and Witnesses of Crime (Spanish)	7610-07-000-4920	IS	MDCIWB	MDCWEB
PUB 310		9/18	Fighting Mail Fraud: A Community-Oriented Approach	7690-18-000-4088	IS	MDCIWB	WWW
PUB 310-S		5/19	Fighting Mail Fraud: A Community-Oriented Approach (Spanish)	7690-18-000-4840	IS	MDCIWB	WWW
PUB 312		1/16	A U.S. Postal Inspector's Guide to Internet Safety for Children	7610-10-000-8367	IS	IWEB	WWW
PUB 316		4/17	Reasonable Accommodation in the U.S. Postal Service: A Guide for Employees and Applicants	7690-07-000-7707	LR	MDCIWB	MDCWEB
PUB 317		4/17	Manager's Guide to Reasonable Accommodation	7610-05-000-4023	LR	MDCIWB	N/A
PUB 318		3/00	Reasonable Accommodation Interactive Process	7610-04-000-8893	ERM	MDCIWB	N/A
PUB 330		1/00	Rewarding Results- FY 2000 EVA Variable Pay Program	N/A	ERM	IWEB	N/A
PUB 331		3/00	Rewarding Results-Merit Pay Program	N/A	ERM	IWEB	N/A
PUB 335		5/14	Safe and Secure Wallet Card	7610-17-000-1627	IS	MDCIWB	N/A
PUB 337		9/12	The Place You Work Is the Workplace You Protect	7690-16-000-8863	IS	MDCIWB	N/A
PUB 338		5/14	Threats Are No Laughing Matter	7610-17-000-1522	IS	MDCIWB	N/A
PUB 339		5/14	You Are Your Most Important Delivery	7610-17-000-1523	IS	MDCIWB	N/A
PUB 342		5/06	USPS Anti-Money Laundering Program	7610-08-000-4346	CT	MDCIWB	MDC
PUB 347		10/15	Mailing Free Matter for Persons Who Are Blind or Visually Impaired	7610-01-000-9919	CA	MDCIWB	P/F, WWW
PUB 348		10/08	Window Services Crime Prevention Booklet	7610-03-000-9102	IS	MDCIWB	N/A
PUB 350		12/01	How to Order and Use Penalty Mail, Stamps and Stationery	N/A	FIN	IWEB	WWW
PUB 354		1/04	African Americans on Stamps: A Celebration of African-American Heritage	7610-03-000-9403	EDD	MDCIWB	P/F
PUB 364		8/03	IPP Proofing Program	N/A	MSS	IWEB	N/A
PUB 370		1/16	Extra Services	7610-04-000-5602	DOM	MDCIWB	P/F
PUB 399		2/19	Pickup Services Field Guide	N/A	NET	IWEB	N/A
PUB 401-A		8/00	Saving Time and Money with the Manifest Mailing System (MMS)	7610-03-000-9120	BMEP	MDCIWB	P/F
PUB 406		10/01	Guide to the Centralized Postage Payment (CPP) System for Periodicals Mail	N/A	PRI	IWEB	N/A
PUB 408		9/88	Plant-Load Operations (brochure)	7610-02-000-9032	NET	MDC	P/F
PUB 408-A		2/92	Plant-Load Operations	7610-02-000-9903	NET	MDC	P/F
PUB 409		10/89	Express Mail and Priority Mail Drop Shipment Expedites Your Mail	7610-02-000-9105	NET	MDC	MDC
PUB 409-A		10/89	Express Mail and Priority Mail Drop Shipment	7610-02-000-9106	NET	MDC	MDC
PUB 417		1/17	Nonprofit USPS Marketing Mail Eligibility: Nonprofit and Other Qualified Organizations	7610-02-000-9159	CMO	PE	PE
PUB 425		4/10	CON-CON Instructions	N/A	NET	IWEB	N/A

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PUB 431		7/13	Post Office Box Service and Caller Service Fee Groups	7610-05-000-4246	RET	IWEB	N/A
PUB 453		6/09	Respect and Protect: Our Privacy Mission — Guidelines for Privacy	7610-12-000-5618	CA	MDCIWB	N/A
PUB 500		1/95	Trademark Guidelines	7610-03-000-5759	CC	MDC	N/A
PUB 500-A		9/01	Corporate Signature: Graphic Guidelines	7610-03-000-9404	CC	MDCIWB	N/A
PUB 500-B		7/96	Stationery: Graphic Guidelines	7610-03-000-4229	CC	MDC	N/A
PUB 500-C		9/98	Slide/Overhead Presentations: Graphic Guidelines	7610-03-000-4228	CC	MDC	N/A
PUB 500-D		4/99	Exterior Signage: Graphic Guidelines	7610-03-000-4312	CC	MDC	N/A
PUB 500-E		7/95	Trademark: Graphic Guidelines	7610-03-000-4847	CC	MDC	N/A
PUB 500-F		8/96	Gift Incentives	7610-03-000-4848	CC	MDC	N/A
PUB 500-G		1/98	Vehicle Guidelines	7610-03-000-8758	CC	MDC	N/A
PUB 500-H		7/96	Video Guidelines	7610-03-000-8759	CC	MDC	N/A
PUB 512		4/03	Women on Stamps	7610-03-000-9294	EDD	MDCIWB	MDCWEB
PUB 518		8/11	Supervisor's Guide: Employee Assistance Program	7610-03-000-9442	LR	MDCIWB	N/A
PUB 519		8/11	Employee Assistance Program (EAP): Information and Services	7610-03-000-9443	LR	MDCIWB	N/A
PUB 519-S		9/94	Programa de Asistencia Para Empleados (EAP Hotline Guide) (Spanish)	7610-03-000-9516	ERM	MDCIWB	N/A
PUB 521		4/11	EAP Wallet Card	7610-03-000-9445	LR	MDCIWB	N/A
PUB 528		7/03	Veterans and the Military on Stamps	7610-05-000-5522	EDD	MDCIWB	MDCWEB
PUB 529		5/04	World War II: A History on Stamps	7610-07-000-0685	EDD	MDCIWB	PSTORE
PUB 530		11/21	Combined Federal Campaign Operational Guidelines	7610-03-000-9440	HR	IWEB	N/A
PUB 531		6/03	Section 508 and the Postal Service: Stamping Out Barriers	N/A	IT	HQO	N/A
PUB 541		4/00	Computer and Phone Job Bidding Card	7610-03-000-4041	ERM	MDCIWB	N/A
PUB 542		6/14	Understanding the Private Express Statutes	7610-04-000-5115	PRI	IWEB	WWW
PUB 544		4/00	Two Easy Methods to Bid Jobs (brochure)	7610-04-000-8864	ERM	MDCIWB	N/A
PUB 545	1	8/96	Wee Deliver	7610-03-000-4281	GR	MDC	P/F
PUB 546		7/07	A Consumer's Guide to Sweepstakes and Lotteries	7610-03-000-4600	IS	MDCIWB	MDCWEB
PUB 547	1	5/95	Customer Guide to the Private Express Statutes	7610-03-000-4636	PRI	MDC	P/F
PUB 550		2/19	An Employee's Guide to the Freedom of Information Act and the Privacy Act of 1974	7610-03-000-5910	GC	IWEB	N/A
PUB 552		11/18	Manager's Guide to Understanding, Investigating, and Preventing Harassment	7610-03-000-7591	HR	IWEB	N/A
PUB 553		11/18	Employee's Guide to Understanding, Preventing, and Reporting Harassment	7610-04-000-5098	EDD	MDCIWB	N/A
PUB 555		9/99	Applicant's Guide for Responding to Personnel Selection Requirements on Form 991	7610-03-000-3719	ERM	MDCIWB	N/A
PUB 556		4/16	Responding to Sexual Assault Allegations: A Guide for U.S. Postal Inspectors and Postal Police Officers	7610-17-000-7913	IS	MDCIWB	N/A
PUB 570		7/11	GXG Shipping Label Instruction Sheet	7610-13-000-7172	CHN	MDC	N/A
PUB 571		7/08	"Stay Away From the Truck" Coloring Book	7610-11-000-4024	ERM	MDC	MDC
PUB 572		7/08	"Stay Away From the Truck" Postcard	7610-11-000-4025	ERM	MDC	MDC
PUB 573		7/08	"Stay Away From the Truck" Stickers	7610-11-000-4026	ERM	MDC	MDC
PUB 600		1/17	Share Mail	N/A	CMO	IWEB	WWW
PUB 611		4/07	Time-Saving Ways to Buy Stamps & Send Packages (Alternate Access Brochure)	7610-07-000-5405	RET	MDCIWB	P/F
PUB 614		4/05	It's Easier than Ever to Ship	7610-07-000-5526	PRI	MDC	P/F
PUB 615		1/14	Take Your Mailbox With You! (Premium Forwarding Service Residential)	7610-08-000-1458	CHN	MDCIWB	MDCWEB

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PUB 618		4/20	Continuity Point of Purchase Catalog	7690-07-000-0067	CMO	IWEB	N/A
PUB 621		5/14	Premium Forwarding Service Residential: Guidebook for Employees	7610-10-000-5860	CHN	IWEB	N/A
PUB 622		7/13	Media Mail Postmaster Guidelines and Retail Acceptance Procedures	N/A	RET	IWEB	N/A
PUB 631		1/22	Official Election Mail: Graphic Guidelines and Logos	N/A	DOM	IWEB	WWW
PUB 632		1/22	State and Local Election Mail — User's Guide	N/A	DOM	IWEB	WWW
PUB 640		2/16	Military Mail: FAQ	7610-12-000-8339	NET	MDCIWB	P/F, WWW
PUB 685		10/22	Publication for Streamlined Mail Acceptance for Letters and Flats	N/A	BMEP	IWEB	WWW
PUB 699		5/16	Special Requirements for Shipping Internationally	7610-16-000-8915	NET	IWEB	WWW
PUB 701		5/06	The Benjamin (brochure)	7610-05-000-4437	CC	MDCIWB	N/A
PUB 713		1/13	How to Ship Internationally Online	7690-16-000-9037	NET	MDCIWB	MDCWEB
PUB 804		10/13	Drop Shipment Procedures for Destination Entry	7610-05-000-0716	NET	IWEB	WWW
PUB 805-A		5/15	Certification and Accreditation	7610-07-000-8289	IT	HQO	N/A
PUB 805-B		10/11	Information Security Bookmark	7610-05-000-5516	IT	HQO	N/A
PUB 902		1/02	Mediating a Formal EEO Complaint with the USPS REDRESS II	N/A	GC	IWEB	N/A
PUB 2013		10/08	Vision 2013	7610-11-000-5672	S&T	MDC	MDCWEB
PUB 2013-A		10/08	Vision 2013 Overview (brochure)	7610-11-000-5673	S&T	MDC	MDCWEB
PUB 4268		5/03	Global Shipping: A World of Savings	7610-05-000-4268	MSS	MDCIWB	MDCWEB
WHD PUB 1420		4/16	Employee Rights and Responsibilities Under the Family and Medical Leave Act	N/A	LR	IWEB	N/A

# Signs

Signs are brief instructions, ID stickers, safety and energy messages, and other information. Signs are not available to the general public.

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 4	2/95	Site of a New Postal Facility to Serve You	98 x 52	7690-03-000-3810	EA	FAC	MDC
SGN 39	5/07	United States Mail (for leased vehicles)	22 x 4	7690-03-000-3947	EA	DEL	MDC
SGN 139-A	1/99	Community Post Office	12 x 44 1/4	7690-03-000-3842	EA	RET	MDC
SGN 139-B	1/99	Community Post Office	96 x 15	7690-02-000-3947	EA	RET	MDC
SGN 143	7/13	Half-Size Blank Backlit	15 7/8 x 23 5/8	7690-07-000-0101	EA	CR	MDCIWB
SGN 145	2/22	Payment Acceptance Policies	8 1/2 x 11	7690-03-000-9110	EA	FIN	MDCIWB
SGN 150	10/80	Caution (for head protection)	10 x 7	7690-01-000-9992	EA	ENG	MDC
SGN 151	7/07	Camera Notice	8 x 2 1/2	9905-17-000-1362	EA	CR	MM
SGN 326	7/13	"Blank" Menuboard (backlit — full-size)	36 x 24	7690-07-000-0102	EA	BCR	MDC
SGN 426	2/19	Debit/Credit Door Decal	6 3/8 x 3 1/2	7610-08-000-3531	EA	FIN	MDC
SGN 441	1/20	International Shipping Menuboard (V2) (Large Sustaining)	34 1/2 x 23 5/8	9905-10-000-6168	EA	CR	MDC
SGN 442	1/20	U.S. Shipping Menuboard (V1) (Large Sustaining)	34 1/2 x 23 5/8	9905-10-000-6169	EA	CHN	MDC
SGN 443	1/20	Extra Services (Large Sustaining)	34 1/2 x 23 5/8	9905-10-000-6170	EA	CR	MDC
SGN 449	1/20	International Shipping Menuboard (V2) (Small Hook & Cord)	25 3/8 x 17 1/2	7690-10-000-6239	EA	CR	MDC
SGN 450	1/20	U.S. Shipping Menuboard (V1) (Small Hook & Cord)	25 3/8 x 17 1/2	7690-10-000-6240	EA	CR	MDC
SGN 451	1/20	Extra Services (Small Hook & Cord)	25 3/8 x 17 1/2	7690-10-000-6241	EA	CR	MDC
SGN 457	1/20	International Shipping Menuboard (V2) (Small Sustaining)	25 3/8 x 17 1/2	7690-10-000-6247	EA	CR	MDC
SGN 458	1/20	U.S. Shipping Menuboard (V1) (Small Sustaining)	25 3/8 x 17 1/2	7690-10-000-6248	EA	CR	MDC
SGN 459	1/20	Extra Services (Small Sustaining)	25 3/8 x 17 1/2	7690-10-000-6249	EA	CR	MDC
SGN 500	7/06	Emergency Preparedness Banner	3 x 8	7690-08-000-4680	EA	CR	MDC
SGN 501	1/20	International Shipping Menuboard (V2) (Large Backlit)	36 x 24	9905-10-000-7234	EA	CR	MDC
SGN 502	1/20	U.S. Shipping Menuboard (V1) (Large Backlit)	36 x 24	9905-10-000-7235	EA	CR	MDC
SGN 503	1/20	Extra Services (Large Backlit)	36 x 24	9905-10-000-7236	EA	CR	MDC
SGN 507	1/20	U.S. Shipping Menuboard (V1) (Half-Size Backlit)	15 7/8 x 23 5/8	9905-10-000-7240	EA	CR	MDC
SGN 508	1/20	International Shipping Menuboard (V2) (Half-Size Backlit)	15 7/8 x 23 5/8	9905-10-000-7241	EA	RET	MDC
SGN 509	1/20	Extra Services Menuboard (V3) (Half-Size Backlit)	15 7/8 x 23 5/8	9905-10-000-7242	EA	RET	MDC
SGN 525	1/20	Extra Services Writing Table Decal — Non-RSS	39 1/2 x 5 1/2	9905-10-000-7258	EA	CMO	MDC
SGN 525	1/20	Extra Services Writing Table Decal — RSS	39 1/2 x 5 1/2	7690-18-000-5674	EA	CMO	MDC
SGN 531	1/17	Large EPS Display Header (Flat Rate)	24.9 x 11.95	7690-13-000-4786	EA	MSS	MDC
SGN 532	1/16	Large EPS Display Header (Variable Rate)	24.9 x 11.95	7690-13-000-4787	EA	MSS	MDC
SGN 534	1/20	Large EPS Display Variable Rate Services Sign	24.9 x 24.5	7690-13-000-4789	EA	MSS	MDC
SGN 615	1/14	Take Your Mailbox With You (Premium Forwarding Service Residential counter card)	9 x 12	7690-08-000-1500	EA	CHN	MDCIWB

# Tags

Tags are pieces of card stock printed in various colors, attached to a pouch, sack, or tray that provide information on contents, mail make-up, routing instructions, and specific handling information.

PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG C 28BIS	11/60	Statistics	N/A	EA	O	HQO	N/A
TAG 1	3/72	CON-CON	7690-03-000-9052	EA	O	MDC	N/A
TAG 2	4/80	Priority Mail	7690-01-000-9229	EA	O	MDC	N/A
TAG 8	6/12	Global Priority Mail	7690-03-000-9498	EA	GB	MDC	N/A
TAG 10	8/96	Supposed Liable to Customs Duty	7690-01-000-9236	EA	GB	MDC	N/A
TAG 11	12/87	Congressional Mail	7690-03-000-3820	EA	O	MDC	N/A
TAG 11-A	12/87	Congressional Mail	7690-02-000-9003	EA	O	MDC	N/A
TAG 15	6/94	Do Not Delay — Time Value Data — Expedite	7690-02-000-9907	EA	O	MDC	N/A
TAG 16	10/95	SAM	7690-03-000-9179	EA	O	MDC	N/A
TAG 17	4/96	MOM	7690-02-000-9020	EA	NET	MDC	P/F
TAG 18	1/94	PAL	7690-03-000-9178	EA	O	MDC	N/A
TAG 26	12/08	Post Office Box Availability Tag	7690-10-000-6477	EA	CR	MDC	N/A
TAG 44	10/04	Sacks Contents Warning	7690-02-000-9990	EA	NET	MDC	P/F
TAG 45	7/01	Sack Contents Warning — Surface Transportation Only	7690-05-000-4499	EA	NET	MDC	P/F
TAG 57	3/77	Political Campaign Mailing	7690-02-000-9965	EA	NET	MDC	P/F
TAG 113	8/00	International EMS Service to U.K.	7690-05-000-4140	BX	GB	HQO	N/A
TAG 115	2/13	International Priority Airmail	7690-03-000-9169	EA	GB	MDC	N/A
TAG 116	3/16	Priority Mail Express International Service (PMEI) Presort Drop Shipment	7690-17-000-8007	EA	GB	MDC	N/A
Tag 116-C	1/21	Priority Mail Express International Service (PMEI) Presort Drop Shipment for OCPI	7690-18-000-7712	EA	GB	MDC	N/A
TAG 117	3/16	Priority Mail International Service (PMI) Presort Drop Shipment	7690-17-000-8008	EA	GB	MDC	N/A
Tag 117-C	1/21	Priority Mail International Service (PMI) Presort Drop Shipment for OCPI	7690-17-000-8008	EA	GB	MDC	N/A
TAG 118	3/16	First-Class Package International Service (FCPIS) Presort Drop Shipment	7690-17-000-8009	EA	GB	MDC	N/A
Tag 118-C	1/21	First-Class Package International Service (FCPIS) Presort Drop Shipment for OCPI	7690-18-000-7617	EA	GB	MDC	N/A
TAG 125	3/00	International Mail FCM Equivalent	7690-05-000-0655	EA	O	MDC	N/A
TAG 135-B	4/98	U.S. Mail White w/o State	7690-01-000-9257	EA	O	MDC	N/A
TAG 135-E	6/78	U.S. Mail White/Red w/o State	7690-01-000-9258	EA	O	MDC	N/A
TAG 140	4/98	International/Military Priority Mail	7690-04-000-4697	EA	GB	MDC	N/A
TAG 141	2/02	Priority Mail — Global Guaranteed	7690-04-000-6856	EA	GB	MDC	N/A
TAG 144	4/71	U.S. Armed Forces Mail	7690-01-000-9259	EA	O	MDC	N/A
TAG 155	2/13	International Surface Air Lift	7690-03-000-9238	EA	GB	MDC	N/A
TAG 156	11/97	Transportation Upgrade	N/A	EA	GB	HQO	N/A
TAG 157	6/94	Express Mail Drop Shipment	7690-03-000-3824	EA	PRI	EPM	EPM
TAG 158	11/00	M-bag Addressee Tag	7690-03-000-9135	EA	GB	MDC	P/F
TAG 160-A	10/96	Parcel Post for Monday Delivery — Do Not Delay	7690-02-000-9008	EA	O	MDC	N/A
TAG 160-B	3/98	Parcel Post for Tuesday Delivery — Do Not Delay	7690-03-000-9170	EA	O	MDC	N/A

PSIN	Edition Date	Title	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
TAG 160-C	3/97	Parcel Post for Wednesday Delivery — Do Not Delay	7690-02-000-9010	EA	O	MDC	N/A
TAG 160-D	3/98	Parcel Post for Thursday Delivery — Do Not Delay	7690-03-000-9134	EA	O	MDC	N/A
TAG 160-E	3/98	Parcel Post for Friday Delivery — Do Not Delay	7690-02-000-9012	EA	O	MDC	N/A
TAG 160-F	3/98	Parcel Post for Saturday Delivery — Do Not Delay	7690-03-000-9298	EA	O	MDC	N/A
TAG 161	2/07	Priority Mail Open and Distribute (green for mail processing facilities)	7690-09-000-9153	EA	MSS	EPM	N/A
TAG 165-A	11/96	Parcel Post for Monday Delivery — Do Not Delay	7690-03-000-9015	EA	O	MDC	N/A
TAG 165-B	3/97	Parcel Post for Tuesday Delivery — Do Not Delay	7690-02-000-9897	EA	O	MDC	N/A
TAG 165-C	3/97	Parcel Post for Wednesday Delivery — Do Not Delay	7690-03-000-9058	EA	O	MDC	N/A
TAG 165-D	3/97	Parcel Post for Thursday Delivery — Do Not Delay	7690-03-000-9051	EA	O	MDC	N/A
TAG 165-E	1/97	Parcel Post for Friday Delivery — Do Not Delay	7690-03-000-3704	EA	O	MDC	N/A
TAG 165-F	1/97	Parcel Post for Saturday Delivery — Do Not Delay	7690-03-000-9322	EA	O	MDC	N/A
TAG 176	10/96	Express Mail — Military Service	7690-03-000-3708	EA	GB	MDC	N/A
TAG 176-B	12/96	Express Mail — Military Service	7690-03-000-9271	EA	GB	MDC	N/A
TAG 177	2/90	Direct Transfer	7690-03-000-3762	EA	O	MDC	N/A
TAG 178	12/04	Airmail Bag Label LC (CN 35/AV 8) (white)	7690-02-000-7102	EA	NET	MDC	N/A
TAG 179	12/04	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	EA	GB	MDC	N/A
TAG 181	12/04	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	EA	GB	MDC	N/A
TAG 183	1/05	International Parcel Tag	7690-02-000-7107	EA	NET	MDC	N/A
TAG 186	5/99	International Express Mail	7690-02-000-7109	EA	GB	MDC	N/A
TAG 188	1/97	International Direct Entry Service	N/A	EA	GB	HQO	N/A
TAG 190	2/07	Priority Mail Open and Distribute (pink for DDU)	7690-09-000-9154	EA	MSS	EPM	N/A
TAG 191	7/07	Domestic and International Mail-in Ballots	7690-10-000-0667	PG	MSS	MDC	MDC
TAG 200	8/01	FedEx Sort Placard	7530-05-000-4405	EA	NET	MDC	N/A
TAG 201	4/03	Postmaster/Manager	N/A		O	HQO	N/A
TAG 257	7/13	Priority Mail Express Open and Distribute — Destination Delivery Unit (DDU)	N/A	EA	DOM	EPM	N/A
TAG 257-eVS	5/13	Priority Mail Express Open and Distribute — Destination Delivery Unit (DDU) — eVS	N/A	EA	DOM	EPM	N/A
TAG 267	7/13	Priority Mail Express Open and Distribute — Processing Facility	N/A	EA	DOM	EPM	N/A
TAG 267-eVS	5/13	Priority Mail Express Open and Distribute — Processing Facility — eVS	N/A	EA	DOM	EPM	N/A
TAG 730	7/15	Return to Supplier	7690-17-000-6140	EA	NET	MDC	N/A
TAG 2000	8/01	FedEx By-Pass Placard	7530-05-000-4404	EA	NET	MDC	N/A



# Directives Free to the Public

The following is a list of directives that the public may obtain for free at main post offices. Postmasters should keep supplies of these directives on hand. Titles followed by (WWW) are free to the public on the Postal Service's World Wide Web page at [www.usps.com](http://www.usps.com). Titles followed by (P/F) are free to the public at their local Post Office.

PSIN	Edition Date	Title	NSN
KIT 8	12/96	SOA Consumer Protection Packet	7530-01-000-9373
LAB A	10/03	All for ADC	7690-03-000-9313
LAB F	10/03	Firm — Same Address	7690-01-000-9004
LAB X	10/03	Mixed ADC	7690-03-000-8654
LAB 3	10/03	Same 3-Digit ZIP Code	7690-01-000-9791
LAB 5	10/03	Same 5-Digit ZIP Code	7690-01-000-9003
LAB 8	11/86	FIM B — Positive of Bar Pattern	7690-03-000-3678
LAB 19-A	4/97	Par Avion Airmail	7690-02-000-8745
LAB 19-B	1/02	Par Avion Airmail	7690-02-000-8746
LAB 106	4/95	Priority Mail Strip	7690-03-000-9057
LAB 106-A	4/95	Priority Mail Tape	7690-03-000-9056
LAB 107	4/95	Priority Mail Sticker	7690-02-000-7940
LAB 107-R	10/93	Priority Mail Sticker	7690-03-000-9334
LAB 127-R	10/97	Sticker, Express Mail	7690-04-000-5865
LAB 200	8/05	Registered Mail	7690-03-000-9311
LAB 235	10/92	Carrier Release	7690-03-000-9030
NOT 8-A	5/94	Change-of-Address Kit	N/A
NOT 12	8/95	Postal Customer Council Membership Certificate	7610-03-000-9176
NOT 50	9/92	Theft? Protect Your Mail	7610-02-000-9874
NOT 61	1/94	Notice to Customers (Equipment)	7610-01-000-9664
NOT 108	1/02	Customer Reassurance Notice	7610-05-000-4816
NOT 122-A	7/13	International Mail: Instructions to Initiate an Inquiry	7610-08-000-3561
NOT 123	1/22	Price List	7610-03-000-9257
NOT 130	6/86	Warning of Illegal Drugs	7610-03-000-3525
NOT 131	3/03	MPTQM	N/A
NOT 180	5/10	Lobby Recycling (postcard)	7610-12-000-5651
NOT 204	4/96	Dog Days	7610-01-000-9730
NOT 209	11/00	Mailbox Improvement Week	7610-03-000-9145
NOT 4314-A	3/02	We Want to Know (Spanish)	7610-05-000-4889
NOT 4314-C	9/14	We Want to Know	7610-05-000-4859
PUB 5-A	9/04	Let's Do Business	7610-05-000-4225
PUB 5-A-C	7/01	Let's Do Business	7610-05-000-4433
PUB 5-A-S	7/01	Let's Do Business	7610-05-000-4432
PUB 5-S	7/01	Negociemos (Let's Do Business)	7690-03-000-6510
PUB 16	8/89	Mail Chutes, Receiving Boxes, and Auxiliary Collection Boxes: Regulations and Specifications	7610-03-000-9310
PUB 30	4/96	Breast Cancer	7610-03-000-7043
PUB 39	5/06	United States Postal Service Coloring and Activity Book	7610-03-000-9154
PUB 46	7/94	Business Reply Mail Accounting System	7610-03-000-9450
PUB 75	1/95	Mover's Guide	7610-03-000-4795
PUB 75-S	10/94	Mover's Guide — Spanish (La Mudanza)	7610-03-000-4096
PUB 122-A	10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934

PSIN	Edition Date	Title	NSN
PUB 135	4/02	Periodicals Accuracy, Grading and Evaluation (PAGE) Program	N/A
PUB 153	5/02	People and Places of the Pacific: A Celebration on Stamps	7610-05-000-5043
PUB 180	4/06	Postal Explorer Internet User Guide (Brochure)	7610-08-000-4133
PUB 218	8/01	An Invitation to Join Your Postal Customer Council	7610-03-000-9449
PUB 259	1/82	History of the Postal Inspection Service	7610-03-000-9273
PUB 286	7/03	Postal Customer Council Program	7610-02-000-9999
PUB 347	10/15	Mailing Free Matter for Persons Who Are Blind or Visually Impaired	7610-01-000-9919
PUB 354	1/04	African Americans on Stamps: A Celebration of African-American Heritage	7610-03-000-9403
PUB 370	1/16	Extra Services	7610-04-000-5602
PUB 401-A	8/00	Saving Time and Money with the Manifest Mailing System (MMS)	7610-03-000-9120
PUB 408	9/88	Plant-Load Operations (brochure)	7610-02-000-9032
PUB 408-A	2/92	Plant-Load Operations	7610-02-000-9903
PUB 545	8/96	Wee Deliver	7610-03-000-4281
PUB 547	5/95	Customer Guide to the Private Express Statutes	7610-03-000-4636
PUB 611	4/07	Time-Saving Ways to Buy Stamps & Send Packages (Alternate Access Brochure)	7610-07-000-5405
PUB 614	4/05	It's Easier than Ever to Ship	7610-07-000-5526
PUB 640	2/16	Military Mail: FAQ	7610-12-000-8339
TAG 17	4/96	MOM	7690-02-000-9020
TAG 44	10/04	Sack Contents Warning	7690-02-000-9990
TAG 45	7/01	Sack Contents Warning — Surface Transportation Only	7690-05-000-4499
TAG 57	3/77	Political Campaign Mailing	7690-02-000-9965
TAG 158	11/00	M-bag Addressee Tag	7690-03-000-9135

# 3 Postal Service Forms

Postal Service forms — both printed and electronic — are used for collecting, sorting, transmitting, and recording data. This catalog does not list forms designed by field units.

Many forms are available in automated versions. To obtain the automated versions, call Raleigh Information Systems Support at 800-USPS-HELP.

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS PO 810-1	9/82	9/82	Control Chart Worksheet	7530-03-000-8948	PS	SH	O	MDC	N/A
PS PO 862-14A	3/86	3/86	Quality Control Test Bundle — Secondary Distribution	N/A	PS	PD	O	HQO	N/A
PS PO 867-4A	3/83	3/83	Manual Distribution Separation Diagnostic Test	N/A	PC	PD	O	HQO	N/A
PS 4	2/82	2/82	Employee's City or County Withholding Certificate	7530-02-000-7199	PS	SH	FIN	MDCIWB	N/A
PS 8-A	12/21	12/21	Request for a New Field Finance Number	N/A	PS	EA	FIN	IWEB	N/A
PS 8-B	12/21	12/21	Request to Modify or Discontinue a Field Finance Number	N/A	PS	EA	FIN	IWEB	N/A
PS 17	5/07	5/07	Stamp Requisition/Stamp Return	7530-03-000-9112	PO	SH	FIN	MDCIWB	N/A
PS 17-G	7/22	7/22	Federal Agency Stamp Requisition	7530-01-000-9499	STF	EA	FIN	IWEB	WWW
PS 17-R	6/88	6/88	Recapitulation Sheet	7530-01-000-9500	PS	SH	FIN	MDC	N/A
PS 25	10/98	10/98	Trust Fund Account	7530-01-000-9502	PS	SH	FIN	MDC	N/A
PS 35	5/83	5/83	Payroll Summary and Certification	7530-02-000-8556	SC	SH	FIN	HQO	N/A
PS 50	3/90	3/90	Notification of Personnel Action (3-part set)	7530-02-000-7202	SC	SE	ERM	MDC	N/A
PS 61	6/15	6/15	Appointment Affidavit	7530-02-000-7226	PS	SH	ERM	IWEB	N/A
PS 90	12/08	12/08	Receipt for Headquarters Parking Fee	N/A	HQ	BK	FAC	HQO	N/A
PS 92	7/90	7/90	Headquarters Parking Application	7530-03-000-0460	HQ	SH	FAC	HQO	N/A
PS 103-CC	10/90	10/90	Franked Mail Daily Control Sheet (2 pages)	7530-02-000-7338	PS	SH	FIN	MDCIWB	N/A
PS 125-B	9/96	9/96	Tax Payment Authorization (4-part continuous)	7530-01-000-9050	PS	SE	FAC	MDC	N/A
PS 150	1/83	1/83	Postmaster Workload Information	7530-01-000-9053	PS	SH	ERM	MDCIWB	N/A
PS 153	1/16	1/16	Signature Confirmation Receipt	7530-05-000-4046	PU	PG	DOM	MDCIWB	P/F
PS 153-L	1/07	1/07	International Signature Capture Label	N/A	PS	RL	GB	HQO	N/A
PS 181-E	9/07	9/07	Ethnicity and Race Identification	7530-09-000-8973	PS	SH	ERM	MDCIWB	N/A
PS 187	1/03	1/03	Document Distribution Plan	N/A	HQ	EA	CC	IWEB	N/A
PS 202	9/95	9/95	Health Benefits Refund Payment Authorization	7530-01-000-9068	PS	SE	ERM	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 222	3/08	3/08	Statement for Postmasters and Officers in Charge	7530-03-000-9163	PS	EA	ERM	MDCIWB	N/A
PS 233	8/91	8/91	International Accounts Center Summary	7530-03-000-0477	SC	SH	FIN	SLASC	N/A
PS 279	6/91	6/91	Certificate of Elevator Inspection	7530-01-000-9070	PS	EA	FAC	FMS	N/A
PS 279-A	11/94	11/94	Certificate of Pressure Vessel Inspection	7530-03-000-3705	AR	SE	FAC	MDC	N/A
PS 292	4/22	4/22	Headquarters Clearance Checklist	N/A	HQ	EA	HR	IWEB	N/A
PS 296	6/87	3/77	Custody Receipt	7530-02-000-8567	HQ	SH	FAC	HQO	N/A
PS 300	1/85	1/85	News Inquiry Sheet (4-part set)	7530-02-000-8568	HQ	SE	CC	HQO	N/A
PS 303	6/79	6/79	Separation with Indebtedness	7530-01-000-9859	SC	SH	FIN	MDC	N/A
PS 313	6/73	6/73	Requisition for Printed Carrier Case Labels	7530-02-000-7188	CA	SH	O	MDC	N/A
PS 316	3/05	5/87	Records Information Request (4-part set)	7530-01-000-9075	PS	SE	CA	MDC	N/A
PS 337	3/20	3/20	Clearance Record for Separated Employee	7530-02-000-7192	PS	EA	ERM	IWEB	N/A
PS 400	5/12	5/12	Corporate Communications PMG Hero Nomination Form	N/A	PS	EA	CC	IWEB	N/A
PS 413	5/11	5/11	Pictorial Postmark Announcement/Report	N/A	PO	SH	GR	IWEB	N/A
PS 468-A	12/91	12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-03-000-8949	PS	EA	O	MDC	N/A
PS 500	12/87	3/86	Rural Delivery Service Survey	7530-03-000-9324	CA	SH	O	MDCIWB	N/A
PS 543	2/85	2/85	Acknowledgment of Inquiry on International Mail	7530-03-000-0512	XO	EA	GB	HQO	N/A
PS 576	5/93	5/93	Criminal History File	7530-02-000-7224	IC	EA	IS	MDC	N/A
PS 595-BRA	3/13	3/13	Dinero Seguro	7610-05-000-4313	PO	EA	GB	MDCIWB	P/F
PS 650	3/15	3/15	Request for ELM 650 Mediation	N/A	PS	EA	HR	IWEB	N/A
PS 666-C	4/83	4/83	Return of Form Concerning Canadian Mail	7530-03-000-0540	XO	SH	GB	HQO	N/A
PS 680	10/83	10/83	Individual Firearms Qualification Record (card)	7530-03-000-3734	IC	EA	IS	MDC	N/A
PS 697	12/16	12/16	Extension of City Delivery Service	7530-02-000-9349	CR	EA	NET	IWEB	N/A
PS 715	9/13	9/13	Property Evidence Label	7530-03-000-8000	IC	EA	IS	MDCIWB	N/A
PS 773	9/08	9/08	Records Transmittal and Receipt	7530-02-000-7498	PO	SE	CA	MDCIWB	N/A
PS 777	7/16	7/16	Lean Six Sigma — Project Charter	N/A	PS	EA	COO	IWEB	N/A
PS 794-A	8/90	10/86	Field Request for New or Revised Form	7530-02-000-7499	PS	SH	IT	MDCIWB	N/A
PS 800	10/95	10/95	Listing of Differences in Postmaster's Money Order Accountability (Domestic)	7530-03-000-0560	SC	SE	FIN	SLASC	N/A
PS 800-A	10/95	10/95	Listing of Differences in Postmaster's Money Order Accountability (Domestic Adjustment)	N/A	SC	SE	FIN	SLASC	N/A
PS 820	3/14	3/14	Ranking of Position Request	N/A	PS	EA	HR	IWEB	N/A
PS 824	1/07	1/07	Journal Entry Form	7530-02-000-9403	HQ	SH	FIN	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 828	9/86	9/86	Order for Entry Statement of Account	7530-01-000-9862	SC	SH	FIN	ISC	N/A
PS 833	3/83	3/83	Deceased Payment Worksheet	N/A	SC	SH	FIN	SLASC	N/A
PS 834	3/94	3/94	Report to the Postmaster of Registered, COD Business (quarterly) (postal card)	7530-02-000-9445	PO	EA	MSS	MDC	N/A
PS 919	6/99	6/99	Facility Planning Concept	7530-03-000-8950	CE	SH	ENG	LOC	N/A
PS 929	3/99	3/99	Major Facility Planning Data	7530-03-000-8951	CE	SH	ENG	LOC	N/A
PS 956-1	4/80	4/80	Weekly Productivity Summary (PFS)	N/A	HQ	SH	O	HQO	N/A
PS 961-A	9/84	9/84	Post Office Property Record (1-part continuous)	7530-02-000-9512	PO	EA	FIN	SLASC	N/A
PS 965	4/94	10/71	Salvage or Junk Tag	7530-02-000-9519	PS	EA	SM	MDC	N/A
PS 969	2/20	2/20	Material Recycling and Disposal (Noncapital)	7530-02-000-7258	PS	EA	NET	MDCIWB	N/A
PS 971	7/22	7/22	Certificate of Transfer	7530-02-000-9529	PO	EA	FIN	IWEB	N/A
PS 971-P	12/21	12/21	Certificate of Transfer for an APO With RMPOs, or for a Postmaster or Manager With Multiple Retail Units (i.e., Classified Stations or Branches)	N/A	PS	EA	FIN	IWEB	N/A
PS 990	3/94	3/94	Vacancy Announcement	7530-02-000-9530	PS	SH	ERM	MDCIWB	N/A
PS 991	6/14	6/14	Application for Promotion or Assignment	7530-02-000-9547	PS	EA	HR	IWEB	WWW
PS 996-A	5/97	5/97	Mortgage Interest Differential Request	7530-01-000-9863	PS	SH	FIN	HQO, MDCIWB	N/A
PS 996-B	5/97	5/97	Request for Continuing Mortgage Interest Differential	7530-01-000-9864	SC	SH	FIN	MDCIWB	N/A
PS 999	7/17	7/17	Application for Reinstatement	N/A	PS	SH	ERM	IWEB	N/A
PS 1000	1/14	1/14	Domestic Claims	7530-02-000-9931	PS	SH	FIN	NMCS	NMCS
PS 1007	12/21	12/21	Employee Debt Modification Request	N/A	PS	EA	FIN	IWEB	N/A
PS 1010	9/05	9/05	eTravel Participant Enrollment Form	N/A	PS	SH	FIN	IWEB	N/A
PS 1011	2/09	2/09	Travel Advance Request and Itinerary Schedule	7530-02-000-7164	PS	EA	FIN	MDCIWB	N/A
PS 1012	9/98	5/97	Travel Voucher	7530-02-000-7334	PS	SH	FIN	MDCIWB	N/A
PS 1012-A	11/90	11/90	Travel Voucher — Continuation Sheet (Schedule of Expenses and Amounts Claimed)	7530-02-000-7335	PS	EA	FIN	MDCIWB	N/A
PS 1012-E	1/03	1/03	eTravel Expense Report — Overnight Travel	N/A	PS	EA	FIN	IWEB	N/A
PS 1013	6/06	6/06	Transportation Ticketing Authorization (2-part set)	7530-01-000-9865	PS	SE	FIN	IWEB	N/A
PS 1017-A	10/88	11/82	Time Disallowance Record	7530-02-000-7336	PS	SH	FIN	MDCIWB	N/A
PS 1017-B	2/88	11/82	Unauthorized Overtime Record	7530-02-000-7337	PS	SH	FIN	MDCIWB	N/A
PS 1018	3/14	3/14	eTravel Repayment for Overpayments or Cash Advances	N/A	PS	EA	IT	IWEB	N/A
PS 1041	1/92	5/83	Photographic Services Loan Request (2-part set)	7530-03-000-0584	HQ	SE	CC	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1043	10/86	10/86	Photographic Services Request (3-part set)	7530-03-000-0585	HQ	SE	CC	HQO	N/A
PS 1044	10/91	10/91	News Release Order (3-part set)	7530-03-000-0586	HQ	SE	CC	HQO	N/A
PS 1045	6/89	6/89	Technology Service Request (5-part set)	7530-03-000-0587	HQ	SE	ENG	HQO	N/A
PS 1091-B	2/94	2/94	Register for Caller Service Fees (card)	7530-02-000-7344	PO	EA	RET	MDC	N/A
PS 1093	8/19	8/19	Application for Post Office Box Service	7530-02-000-7165	PO	EA	RET	MDCIWB	P/F
PS 1093-A	1/12	1/12	Application for Post Office Box Service Automatic Recurring Renewal Payment (Current Post Office Box Customers Only)	7530-13-000-7160	PO	EA	RET	MDCIWB	P/F
PS 1093-A-S	5/13	5/13	Application for Post Office Box™ Service Automatic Recurring Renewal Payment (Spanish)	7530-17-000-0826	PS	EA	RET	IWEB	WWW
PS 1093-C	12/13	12/13	How to Apply for Post Office Caller Service	7530-11-000-5120	PO	EA	RET	MDCIWB	MDCWEB
PS 1093-T	1/12	1/12	TakeAway Application for Post Office Box Service	7530-13-000-7111	PO	EA	RET	MDC	P/F
PS 1094	5/11	5/11	Request for Post Office Box Key or Lock Service	7530-02-000-7345	PO	SH	DEL	MDCIWB	N/A
PS 1096	10/09	10/09	Customer Receipt	7530-02-000-7346	CR	PD	FIN	MDCIWB	N/A
PS 1099	10/92	3/89	Notice to Return Keys	7530-02-000-7347	PO	SH	MSS	MDCIWB	N/A
PS 1102	2/71	2/71	Failures on ADP Equipment (2-part set)	7530-02-000-8570	SC	SE	IT	HQO	N/A
PS 1110	8/16	8/16	Request for Official EEO Time for EEO Processing	N/A	PS	EA	LR	IWEB	N/A
PS 1111	11/01	11/01	USPS Bulk Insured Service (BIS) Application	N/A	BC	SH	MSS	IWEB	WWW
PS 1129	9/98	9/98	Cashier Reimbursement Voucher and/or Accountability Report	7530-02-000-7166	PS	EA	FIN	MDCIWB	N/A
PS 1163	6/80	6/80	System for Estimating Revenue, Pieces and Weight of Domestic Mail	7530-02-000-8571	PO	SH	FIN	HQO	N/A
PS 1164	3/11	3/11	Claim for Reimbursement for Expenditures on Official Business	7530-02-000-8335	PS	EA	FIN	IWEB	N/A
PS 1164-A	9/98	9/98	Claim for Reimbursement for Postal Supervisors	7530-02-000-8336	PS	SH	FIN	MDCIWB	N/A
PS 1164-E	1/04	1/04	eTravel Expense Report — Local Travel	N/A	PS	SH	FIN	IWEB	N/A
PS 1186	10/96	10/96	Cancellation of APWU Dues From Payroll Withholdings	7530-03-000-8635	PS	SE	LR	MDCIWB	N/A
PS 1188	5/19	5/19	Cancellation of Organization Dues from Payroll Withholdings	7530-01-000-9016	PS	SE	ERM	MDCIWB	N/A
PS 1192	2/99	3/95	U.S. Savings Bond Authorization for Purchase and Request for Change	7530-02-000-7351	PS	SH	ERM	MDCIWB	N/A
PS 1198	3/87	3/87	Request for State Income Tax Withholding	7530-02-000-7352	PS	SH	FIN	MDCIWB	N/A
PS 1216	11/08	11/08	Employee's Current Mailing Address	7530-02-000-7354	PS	ST	ERM	MDIAFC	N/A
PS 1221	10/13	10/13	Advanced Sick Leave Authorization	7530-02-000-7356	PS	EA	FIN	IWEB	N/A
PS 1223-A	11/12	11/12	Project Completion Report	N/A	PS	SH	FIN	MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1223-B	6/85	6/77	Earnings Statement — Net to Bank	7530-03-000-0596	SC	SH	FIN	MDC	N/A
PS 1224	1/13	1/13	Court Duty Leave — Statement of Service	7530-02-000-9496	PS	PD	LR	IWEB	N/A
PS 1230-C	6/92	6/92	Time Card	7530-00-270-6182	PS	EA	FIN	MDC	N/A
PS 1231	7/16	7/16	Board of Governors/ Officers Expense Report	7530-03-000-0597	HQ	EA	FIN	IWEB	N/A
PS 1232	2/86	12/82	PDC Record of Telephone Calls and/or Authorization to Wear Pager	7530-03-000-0598	SC	SH	FIN	ISC	N/A
PS 1233	9/90	9/90	Project Financial Change/ Completion Report	7530-02-000-7357	AR	EA	FIN	MDCIWB	N/A
PS 1233-A	2/87	2/87	Project Completion Report (Mechanization Identification and Cost Allocation)	7530-02-000-7358	PS	SH	FAC	MDCIWB	N/A
PS 1233-B	2/87	2/87	Project Completion Report (Personal Property Identification and Cost Allocation)	7530-02-000-7168	PS	SH	FAC	MDCIWB	N/A
PS 1234	3/92	3/92	Utility Card (tab card)	7530-02-000-7359	PS	EA	FIN	MDC	N/A
PS 1236-A	9/98	9/91	Weekly Loan, Transfer, and Training Hours	7530-01-000-9649	PS	SH	FIN	MDCIWB	N/A
PS 1260	7/12	7/12	Non-Electronic Badge Reader Card	7530-01-000-9268	PS	EA	FIN	MDCIWB	N/A
PS 1261	9/13	9/13	Non-ERB Report	7530-01-000-9269	SD	EA	FIN	MDCIWB	N/A
PS 1262	3/92	3/92	PSDS Loaned Employee Non-Transactor Card	7530-02-000-9433	SD	EA	FIN	MDCIWB	N/A
PS 1270	5/94	5/94	Idea Proposal (5-part set)	7530-03-000-9448	PS	EA	ERM	MDC	N/A
PS 1280	5/19	5/19	Heat Illness Laminated Card	7530-18-000-4041	PS	EA	ERM	MDC	N/A
PS 1291	3/71	3/71	International Indemnity Claim Information	7530-03-000-0604	XO	SH	GB	HQO	N/A
PS 1311	9/04	9/04	Carrier Transportation Agreement (3-part set)	7530-01-000-9279	CR	SE	O	MDC	N/A
PS 1312	4/87	3/71	Local Transportation Payments	7530-01-000-9280	PO	SH	O	MDCIWB	N/A
PS 1314	10/08	10/08	Regular Rural Carrier Time Certificate	7530-01-014-6844	PS	EA	FIN	MDCIWB	N/A
PS 1314-A	10/08	10/08	Auxiliary Rural Carrier Time Certificate	7530-01-000-9282	PS	EA	FIN	MDCIWB	N/A
PS 1314-F	3/19	3/19	Rural Carrier FMLA Certificate	7530-03-000-8007	PS	EA	FIN	MDCIWB	N/A
PS 1345	11/87	5/83	Request for Service Award Certificate/Letter	7530-01-000-3618	PS	SH	ERM	MDCIWB	N/A
PS 1357	1/03	1/03	Request for Computer Access	N/A	PS	SH	FIN	IWEB	N/A
PS 1357-C	10/00	10/00	(Customer) Request for Web Access	N/A	CD	SH	PRI	IWEB	WWW
PS 1357-D	3/08	3/08	Data Accountability	N/A	PS	SH	N/A	IWEB	N/A
PS 1357-IAQ	4/09	4/09	Internal Address Quality Web Access Request	N/A	NCS	SH	IMAQ	IWEB	N/A
PS 1357-S	9/03	9/03	(Customer) Request for Computer Access	N/A	PU	SH	MSS	IWEB	WWW
PS 1357-W	5/08	5/08	Web Access Request	N/A	NCS	EA	IMAQ	IWEB	WWW
PS 1360	2/21	2/21	Information Security Incident Report	N/A	PS	EA	IT	IWEB	N/A
PS 1360-A	9/86	9/86	PCC Security Incident Report	7530-03-000-0611	AR	SH	ENG	HQO	N/A
PS 1362	6/08	6/08	Status Change Request/ Report	7530-02-000-7308	PS	SH	IMAQ	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1366	6/86	6/86	Contingency Planning Data Collection	N/A	PS	SH	IT	HQO	N/A
PS 1377	12/94	12/94	Request for Payment of Postmaster Replacement and/or RSC F Postmaster	7530-01-000-9294	PS	PD	FIN	MDCIWB	N/A
PS 1412	2/14	2/14	Daily Financial Report	7530-01-000-5259	PO	SH	FIN	IWEB	N/A
PS 1439	10/88	10/88	Report Abstract	7530-03-000-0625	HQ	SH	IT	HQO, MDCIWB	N/A
PS 1444-B	10/15	10/15	USPS Statistical Programs Process Review — Administration	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-E	4/16	4/16	USPS Statistical Programs Process Review — ODIS-RPW	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-H	4/16	4/16	USPS Statistical Programs Process Review — CCCS	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-I	4/16	4/16	USPS Statistical Programs Process Review — RCCS	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-N	4/16	4/16	USPS Statistical Programs Process Review — TRACS Air	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-P	4/16	4/16	USPS Statistical Programs Process Review — TRACS Surface	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-Q	4/16	4/16	USPS Statistical Programs Process Review — SIRVO-IODIS	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-R	4/16	4/16	USPS Statistical Programs Process Review — IOCS	N/A	PS	EA	FIN	IWEB	N/A
PS 1444-S	4/16	4/16	USPS Statistical Programs Process Review — SIRVI	N/A	PS	EA	FIN	IWEB	N/A
PS 1476-D	1/92	1/92	Mail Volume Adjustments Worksheet	7530-01-000-9318	SD	SH	O	MDC	N/A
PS 1476-E	1/92	1/92	Transaction Codes 7X Worksheet	7530-01-000-9319	SD	SH	O	MDC	N/A
PS 1476-F	8/95	8/95	FON Adjustment Worksheet	7530-01-000-9320	PO	SH	O	MDC	N/A
PS 1476-G	1/92	1/92	Planned Hours by Functional Operation Number	7530-01-000-9321	SD	SH	O	MDC	N/A
PS 1476-H	11/79	11/79	Planned Hours by Labor Distribution Code	7530-01-000-9322	SD	SH	O	MDC	N/A
PS 1476-L	1/92	1/92	MOD Optional Report Request	7530-01-000-9325	SD	SH	O	MDC	N/A
PS 1500	2/09	5/06	Application for Listing and/or Prohibitory Order	7530-03-000-7374	PO	SE	PRI	MDCIWB	WWW
PS 1505	2/91	2/91	Report of Obstructed Mail Chute (card)	7530-01-000-9330	CA	EA	O	MDC	N/A
PS 1506	12/74	12/74	Mail Chute Inspection	7530-02-000-9434	CA	SH	O	MDCIWB	N/A
PS 1507	3/88	10/81	Request to Provide Proper Mail Receptacle	7530-01-000-9332	PS	SH	O	MDCIWB	N/A
PS 1508	4/94	11/81	Statement by Shipper of Firearms	7530-01-000-9333	PO	SH	MSS	MDCIWB	N/A
PS 1527	3/10	3/10	Application for General Delivery Service	7530-01-000-9343	PO	EA	RET	MDC	P/F
PS 1528	8/19	8/19	Request for Exception to Current/Proposed Delivery Mode Due to Physical Hardship	N/A	PS	EA	NET	IWEB	WWW
PS 1532	6/94	4/88	Semiannual Check of Overflow Mail	7530-01-000-9345	CR	SH	MSS	MDCIWB	N/A
PS 1534	5/84	5/84	Vehicle Data Questionnaire	7530-03-000-0635	HQ	SH	O	HQO	N/A



PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1542	3/88	8/80	Service Point Delivery Requirements	7530-01-000-9347	PO	EA	O	MDC	N/A
PS 1549-X	9/91	9/91	Contract Unit Percentage Payment Statement	N/A	PO	EA	FIN	HQO	N/A
PS 1551	6/00	6/00	Accountbook for Post Offices and Financial Reporting Units — CAGs A-L	7530-03-000-7731	PS	BK	FIN	MDC	N/A
PS 1555	6/00	6/00	Statement of Account for CAGS H-L	7560-01-000-9354	PS	SH	FIN	MDCIWB	N/A
PS 1556	3/87	3/87	Suspense Items — Support Information	7530-01-000-9356	PO	SH	FIN	MDC	N/A
PS 1560	8/95	8/95	U.S. Postal Installation Information Update Requirements	7530-03-000-5758	PS	EA	FIN	MDCIWB	N/A
PS 1564	3/93	6/88	Address Change Sheet	7530-01-000-9357	AR	SH	O	MDC	N/A
PS 1564-A	3/86	3/86	Delivery Instructions	7530-01-000-9359	PO	SH	O	MDCIWB	N/A
PS 1564-B	10/83	4/79	Special Orders (card)	7530-01-000-9358	PO	EA	O	MDCIWB	N/A
PS 1567	8/98	8/98	Requisition for Rubber and Steel Stamps Only	7530-01-000-9360	PS	SH	O	MDCIWB	N/A
PS 1571	6/88	7/77	Undelivered Mail Report (pad/100)	7530-01-000-9361	PO	PD	O	MDCIWB	N/A
PS 1576	6/90	6/90	Requisition for Duplicating Services	7530-04-000-6581	PS	SH	SM	MDCIWB	N/A
PS 1583	12/04	12/04	Application for Delivery of Mail Through Agent	7530-01-000-9365	PU	SH	RET	MDCIWB	WWW
PS 1583-A	6/11	6/11	Application to Act as a Commercial Mail Receiving Agency	7530-04-000-4564	PU	SH	NET	IWEB	WWW
PS 1586	11/85	11/85	Supply Record (card)	7530-01-000-9366	PO	EA	SM	MDCIWB	N/A
PS 1590	5/91	6/86	Supplies and Equipment Receipt	7530-01-000-9367	PS	SH	SM	MDCIWB	N/A
PS 1597	4/89	3/86	Work Assignment and Mail Count (Messenger Operations)	7530-01-000-9369	CA	SH	O	MDCIWB	N/A
PS 1620	10/70	10/70	Arrangement of Separations on Distribution Cases	7530-01-000-9372	CA	SH	O	MDCIWB	N/A
PS 1621	11/86	11/86	Delivery Management Report (2-part set)	7530-01-000-9390	PO	SE	O	MDC	N/A
PS 1623	4/82	4/82	Change in Delivery, Relay, and Collection Service	7530-01-000-9391	CA	SH	O	MDCIWB	N/A
PS 1624	7/05	7/05	Delivery/Collection Equipment Work Request (3-part set)	7530-01-000-9392	PS	ST	DEL	MDCIWB	N/A
PS 1625	1/17	1/17	Record of Entry Into Registry Section	7530-01-000-9393	PO	EA	DOM	MDCIWB	N/A
PS 1627	10/72	10/72	General Purpose Ruled Form	7530-01-000-9394	PS	SH	O	MDCIWB	N/A
PS 1628	6/21	6/21	Individual Key Record	7530-03-000-3661	IC	EA	IS	IWEB	N/A
PS 1629	6/21	6/21	Building Keys Inventory	7530-01-000-9396	IC	EA	IS	IWEB	N/A
PS 1630	6/87	5/80	Station/Branch Entrance Key Record	7530-01-000-9397	CA	SH	O	MDC	N/A
PS 1639	12/74	12/74	Carrier's Report of Recurring Missorted Mail (pad/100)	7530-01-000-9400	PO	PD	O	MDC	N/A
PS 1654	7/90	12/86	Headquarters Messenger Service (pad/50)	7530-03-000-0637	HQ	PD	FAC	HQO	N/A
PS 1668	4/90	4/90	Shipping Instructions (Printing and Binding Material) (4-part set)	7530-03-000-0638	HQ	SE	SM	HQO	N/A

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PS 1700	9/08	9/08	Accident Investigation Worksheet	7530-02-000-7362	PS	SH	ERM	MDCIWB	N/A
PS 1711	9/04	9/04	AIM Accident/Incident Supervisor Worksheet	N/A	PS	SH	ERM	IWEB	N/A
PS 1716	1/89	11/87	Notice of Vacancy in Assignment(s)	7530-02-000-7363	PS	SH	ERM	MDCIWB	N/A
PS 1717	6/09	6/09	Bid for Preferred Assignment (card)	7530-02-000-7364	PO	EA	ERM	MDCIWB	N/A
PS 1717-A	6/09	6/09	Preferred Assignment Multiple Bid Card	7530-01-000-9709	PO	EA	ERM	MDCIWB	N/A
PS 1717-B	6/09	6/09	Bid for Preferred Assignment	N/A	PO	SH	ERM	IWEB	N/A
PS 1723	9/13	9/13	Assignment Order	7530-02-000-7366	PS	EA	FIN	IWEB	N/A
PS 1727	9/16	9/16	Award Recommendation/ Authorization (Quality Step Increase)	7530-02-000-7173	PS	EA	HR	IWEB	N/A
PS 1750	11/21	11/21	Employee Evaluation and/ or Probationary Report	7530-02-000-7371	PS	EA	HR	IWEB	N/A
PS 1766	4/86	4/86	Hazard Warning Card	7530-02-000-7374	PS	EA	ERM	MDCIWB	N/A
PS 1767	3/17	3/17	Report of Hazard, Unsafe Condition, or Practice	7530-01-000-9422	PS	EA	ERM	IWEB	N/A
PS 1768	5/08	5/08	Safe Driver Award Committee Decision	7530-01-000-9423	PS	SE	ERM	MDCIWB	N/A
PS 1773	2/88	12/82	Report of Hazard Log	7530-01-000-9427	PS	SH	ERM	MDC	N/A
PS 1778	12/08	8/82	Dog/Animal Warning Card	7530-01-000-9428	PO	EA	ERM	MDCIWB	N/A
PS 1783	1/89	1/89	On-the-Job Safety Review/ Analysis	7530-01-000-9430	PS	SH	ERM	MDCIWB	N/A
PS 1796-A	4/06	4/06	Qualifications Rating Sheet for Senior Qualified Positions	7530-02-000-7379	PS	EA	ERM	MDCIWB	N/A
PS 1796-B	4/06	4/06	Qualifications Rating Sheet for Best Qualified Positions	7530-02-000-7380	PS	EA	ERM	MDCIWB	N/A
PS 1799	7/15	7/15	Quote Request	N/A	PS	EA	FIN	IWEB	N/A
PS 1804-C	6/73	12/70	Postmaster's Certification of SDM Equipment Maintenance (tab card)	7530-01-000-9438	PS	EA	FIN	MDC	N/A
PS 1813	11/97	11/97	Late Leaving and Returning Report — First Carrier Delivery Trip (pad/100)	7530-01-000-9441	CR	PD	O	MDCIWB	N/A
PS 1823	12/93	11/92	EEO Credential	7530-03-000-0645	HQ	EA	LR	HQO	N/A
PS 1825	9/93	9/93	Library Loan (card)	7530-03-000-0646	HQ	EA	IT	HQO	N/A
PS 1826	6/86	6/86	Interlibrary Loan (yellow card)	7530-03-000-0647	HQ	EA	IT	HQO	N/A
PS 1827	3/71	3/71	Borrower's Request (library charge card)	7530-03-000-0649	HQ	EA	IT	HQO, MDCIWB	N/A
PS 1838	9/99	9/99	Carrier's Count of Mail — Letter Carrier Routes (Management Summary) (2-part set)	7530-01-000-9461	CR	SE	O	MDC	N/A
PS 1838-A	10/81	10/81	Carrier's Count of Mail — Parcel Post and Combination Services Worksheet/Management Summary (2 pages)	7530-01-000-9462	CR	SH	O	MDCIWB	N/A
PS 1838-B	1/84	1/84	Parcel Post Firm Delivery Worksheet	7530-01-000-9463	PO	SH	O	MDCIWB	N/A
PS 1838-C	10/13	10/13	Carrier's Count of Mail — Letter Carrier Routes Worksheet	7530-01-000-9464	CR	SH	O	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1839	3/06	3/06	Payment Record for Carrier Drive Out Agreements (3-part set)	7530-01-000-9465	PS	ST	FIN	MDCIWB	N/A
PS 1840	11/97	11/97	Carrier Delivery Route — Summary of Count and Inspection (pad/50)	7530-01-000-9466	CR	PD	O	MDCIWB	N/A
PS 1840-A	3/80	3/80	Summary of Carrier's Count of Mail — Parcel Post and Combination Services	7530-01-000-9467	CR	SH	O	MDCIWB	N/A
PS 1840-B	11/97	11/97	Carrier Time Card Analysis (4 pages)	7530-01-000-9468	PS	SH	O	MDCIWB	N/A
PS 1846	9/79	9/79	Quarterly List of Money Orders Issued	7530-01-000-9898	PS	SH	FIN	HQO	N/A
PS 1861	7/95	7/95	Classified Document Accountability Record (4-part set)	7530-03-000-0658	HQ	SE	FIN	HQO, MDCIWB	N/A
PS 1864	5/82	5/82	Voucher and Schedule of Payments (4-part set)	7530-01-000-9469	PO	SE	FIN	MDCIWB	N/A
PS 1865	9/91	9/91	Voucher and Schedule of Payments (4-part set)	7530-01-000-9470	AR	SE	FIN	MDCIWB	N/A
PS 1868	2/07	2/07	Business Card Order Form	N/A	PS	SH	CR	IWEB	N/A
PS 1887	10/09	10/09	Order for Overprinted PS Form 3849	N/A	PO	EA	BMEP	IWEB	N/A
PS 1888-A	10/95	2/90	Quickcopying, Addressing, and Mailing Services (3-part set)	7530-02-000-9748	HQ	SE	PM	HQO	N/A
PS 1902	2/09	2/09	Justification for Billing Accounts Receivable	7530-01-000-9472	PS	SH	FIN	MDIAFC	N/A
PS 1903-C	7/88	7/88	Credit Invoice (5-part set)	7530-02-000-8577	HQ	SE	FIN	HQO	N/A
PS 1904	7/09	7/09	Batch Ticket for Remittances Received	7530-03-000-0663	SC	SH	FIN	IWEB	N/A
PS 1908	4/82	4/82	Financial Adjustment Memorandum (pad/100)	7530-01-000-9475	PO	PD	FIN	MDCIWB	N/A
PS 1910	1/18	1/18	Tag 191, Domestic and International Ballots, Order Form	N/A	PU	EA	CMO	IWEB	WWW
PS 1915	6/73	6/73	Authorization to Flag Employee's Accounts (3-part set)	N/A	SC	SE	FIN	MDC	N/A
PS 1918	7/78	7/78	Accounts Payable Batch Control Sheet	N/A	SC	SH	FIN	SMDC	N/A
PS 1926	2/76	2/76	Audit Information Request — Postmasters' Statements of Account	7530-03-000-0666	SC	SH	FIN	ISC	N/A
PS 1940	7/08	7/08	Remittance Register	7530-01-000-9479	AR	SH	FIN	MDCIWB	N/A
PS 1952	4/75	4/75	Annual Estimate of Anticipated Penalty Mail Usage	7530-03-000-0669	HQ	SH	FIN	HQO	N/A
PS 1957-A	5/89	5/89	International Airmail Tag Request (9 pages)	7530-01-000-9483	PS	SH	GB	MDC	N/A
PS 1957-B	4/82	4/82	Request for International Tags (2 pages)	7530-01-000-9484	PS	SH	GB	MDC	N/A
PS 1957-C	4/82	4/82	Request for Military Tags	7530-01-000-9060	PS	SH	GB	MDC	N/A
PS 1957-D	4/82	4/82	Request for Military Labels	7530-01-000-9486	PS	SH	GB	MDC	N/A
PS 1957-T	10/86	10/86	International Tray Label Request	7530-01-000-9488	PS	SH	GB	MDC	N/A
PS 1961	10/85	10/85	Employee Uniform Allowance Statement	N/A	PO	EA	FIN	SLASC	N/A
PS 1994	7/87	5/79	Employee's Work Schedule	7530-01-000-9493	PO	SH	O	MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1997	4/88	4/88	Health Unit Case Record (card)	7530-01-000-9494	PS	EA	ERM	MDCIWB	N/A
PS 2013	2/21	2/21	Request for Background Investigation	7530-01-000-9515	PS	EA	IS	IWEB	N/A
PS 2017	1/77	1/77	Mail Cover File Envelope	7530-01-000-9518	IC	EA	IS	MDC	N/A
PS 2018	1/02	1/02	Duplicate Key, Pin & Combination Inventory	7530-04-000-5309	PS	EA	GC	HQO, MDCIWB	N/A
PS 2022	7/21	7/21	Inspection Service Key Inventory Record	7530-03-000-0676	IC	EA	IS	IWEB	N/A
PS 2025	6/22	6/22	Contract Personnel Questionnaire	7530-01-000-9519	IC	SH	IS	IWEB	N/A
PS 2026-B	6/88	6/88	Investigative History File — Firm Data	7530-01-000-9710	IC	SH	IS	MDC	N/A
PS 2041-T	1/92	1/92	MTAC Headquarters ID (card)	7530-03-000-0682	HQ	EA	MSS	HQO	N/A
PS 2066	3/13	3/13	Personnel Security Questionnaire Update	N/A	IC	EA	IS	IWEB	N/A
PS 2081	3/22	3/22	Highway Contract Driver Assignment Notification	N/A	PS	EA	SM	IWEB	N/A
PS 2088	4/04	4/04	HQ Telephone Directory Individual Update	N/A	HQ	SH	FAC	LOC, MDCIWB	N/A
PS 2093	9/75	9/75	Courtesy Violation Notice (3-part set, book/50)	7530-02-000-7387	IC	BK	IS	MDC	N/A
PS 2106	10/87	10/87	Adjudication — Tort Claims (4-part set)	N/A	PS	SE	GC	HQO, IWEB	N/A
PS 2113	6/86	6/86	Tort Claim Summary	7530-03-000-0700	HQ	SH	GC	HQO	N/A
PS 2130	3/18	3/18	Claim for Loss/Recovered Claims for Loss	7530-02-000-7390	PS	SH	FIN	IWEB	N/A
PS 2131	7/06	7/06	Uncollectible Check Report	N/A	PS	SH	FIN	IWEB	N/A
PS 2134	7/13	7/13	USPS Corporate Account (USPSCA) Uncollectible	N/A	PS	EA	FIN	IWEB	N/A
PS 2139	4/75	4/75	Assault Report on Law Enforcement Personnel	7530-02-000-7392	IC	SH	IS	MDCIWB	N/A
PS 2146	11/87	11/87	Employee's Claim for Personal Property	7530-02-000-7393	PS	SH	ERM	MDCIWB	N/A
PS 2159	3/02	3/02	Certification Sheet	7530-03-000-0701	HQ	EA	GC	HQO, MDCIWB	N/A
PS 2159-A	3/02	3/02	Certification Blank	7530-03-000-0702	HQ	EA	GC	HQO	N/A
PS 2181	7/17	7/17	Authorization and Release	7530-02-000-7400	PS	SH	ERM	IWEB	N/A
PS 2181-A	10/15	10/15	Pre-Employment Screening — Authorization and Release	7530-02-000-7401	PS	SH	ERM	IWEB	WWW
PS 2181-B	12/06	12/06	Applicant Drug Testing — Consent and Release	7530-02-000-7175	PS	SH	ERM	MDCIWB	N/A
PS 2181-C	10/15	10/15	Authorization and Release — Background Investigation (USPS Contractors and Employees of Contractors)	N/A	PS	EA	ERM	IWEB	N/A
PS 2181-D	1/21	1/21	Disclosure and Authorization for Consumer Reports and Investigative Consumer Reports	N/A	PS	EA	HR	IWEB	WWW
PS 2181-E	3/19	3/19	Contract Driver Drug Testing — Consent and Release	N/A	PS	EA	IS	IWEB	N/A
PS 2185	6/99	6/99	Certificate of Site Investigation for Easements or Other Evidences of Rights to Government Interests	7530-03-000-0705	HQ	SH	CA	HQO, MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2192	3/75	3/75	Adjudication — Tort Claims (pad/100)	7530-03-000-0706	HQ	PD	GC	HQO	N/A
PS 2198	10/91	6/87	Accident Report — Tort Claim	7530-02-000-7403	PS	SH	O	MDCIWB	N/A
PS 2215	11/82	11/82	Energy and Equipment Life Cycle Cost Analysis	7530-03-000-0709	PS	SH	FAC	HQO	N/A
PS 2238	5/85	5/85	Thermal Load Estimate Calculations	7530-02-000-7405	PS	SH	FAC	MDCIWB	N/A
PS 2240	3/10	3/10	Pay, Leave, or Other Hours Adjustment Request	7530-02-000-7406	PS	EA	FIN	IWEB	N/A
PS 2240-F	6/91	6/91	FLSA Overtime Adjustment Request	7530-01-000-9507	PS	SE	FIN	MDCIWB	N/A
PS 2240-R	3/10	3/10	Rural Pay or Leave Adjustment Request for PS Form 1314	7530-02-000-7407	PS	EA	FIN	IWEB	N/A
PS 2240-RA	3/10	3/10	Rural Pay or Leave Adjustment Request for PS Form 1314-A	7530-08-000-4046	PS	EA	FIN	IWEB	N/A
PS 2242	2/84	2/84	Part-Time Regular Annual Leave Analysis	7530-03-000-0710	HQ	SH	FIN	HQO	N/A
PS 2249	6/81	6/81	Severance Pay Computation	7530-01-000-9900	SC	SH	FIN	MDC	N/A
PS 2282	6/99	6/99	Facility Evaluation Sheet (Space & Condition)	7530-02-000-7428	CE	SH	ENG	MDCIWB	N/A
PS 2329	7/78	7/78	Cancelling Machine Readings and Handstamped Letter Size	7530-02-000-7429	CA	SH	O	MDCIWB	N/A
PS 2332	9/98	9/98	Record of Parcel Post Pieces Processed	7530-02-000-7431	PS	SH	O	MDCIWB	N/A
PS 2341	1/82	1/82	Notice of Adjustment — Separated Employee	7530-03-000-0719	SC	SH	FIN	ISC	N/A
PS 2345	3/95	1/92	Personnel Workhours — FON	7530-02-000-7432	SD	SH	O	MDC	N/A
PS 2345-B	10/78	10/78	Facility Manpower	7530-02-000-7434	PS	SH	O	MDCIWB	N/A
PS 2345-LSM	2/76	2/76	Personnel Manpower — Letter Sorting Machine	7530-02-000-7436	CA	SH	O	MDCIWB	N/A
PS 2347	3/88	2/73	Mark II Facer-Canceller Machine Cancellations	7530-02-000-7437	PO	SH	O	MDC	N/A
PS 2362	4/85	4/85	Flats, Magazines, Flat Papers, Distributed to Cases	7530-02-000-7438	PO	SH	O	MDCIWB	N/A
PS 2371-A	8/75	8/75	MOD 2 Performance Summary — Mail Volume	7530-02-000-7440	PO	SH	O	MDCIWB	N/A
PS 2396	9/78	9/78	Request for Assistance — Headquarters/Regional Project	7530-03-000-0720	AR	SH	O	HQO	N/A
PS 2430	3/01	3/01	EEO Investigation Report	7530-01-000-9628	PS	SH	LR	MDCIWB	N/A
PS 2432	5/17	5/17	Individual Training Progress Report	7530-01-000-9629	PS	SH	HR	MDIAFC	N/A
PS 2458	11/19	11/19	Uniform Vendors License Code of Ethical Conduct	7530-03-000-0730	HQ	EA	LR	HQO	N/A
PS 2485-A	10/07	10/07	Medical Assessment — Focused Examination Report	7530-10-000-0772	PS	SH	ERM	IWEB	N/A
PS 2485-B	4/08	4/08	Medical Assessment Private Medical Provider Report	7530-10-000-0772	PS	EA	ERM	MDCIWB	N/A
PS 2485-C	1/11	1/11	Employee Reassignment/ Change of Craft Medical Assessment Questionnaire	N/A	PS	EA	ERM	IWEB	N/A
PS 2485-D	10/12	10/12	Applicant Medical Questionnaire	N/A	PS	EA	ERM	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2488	3/09	3/09	Authorization to Use or Disclose Protected Health Information	7530-03-000-3508	PS	SH	ERM	IWEB	N/A
PS 2489	4/18	4/18	Self-Identification of a Physical or Mental Disability	7530-01-000-9640	PS	SH	LR	MDCIWB	N/A
PS 2491	7/88	7/88	Medical Report — First Aid Injuries (3-part set)	7530-02-000-7178	PS	SE	ERM	MDCIWB	N/A
PS 2492	7/22	7/22	Request for Fitness-for-Duty Examination	7530-05-000-4159	PS	EA	HR	IWEB	N/A
PS 2499	10/07	10/07	Offer of Modified Assignment (Limited Duty)	7530-09-000-8984	PS	SH	ERM	MDCIWB	N/A
PS 2548	5/17	5/17	Individual Training Record	7530-03-000-3521	PS	SH	HR	MDCIWB	N/A
PS 2552	5/18	5/18	Parking Refund Request and Payment Authorization	N/A	HQ	EA	FAC	IWEB	N/A
PS 2556	7/86	7/86	Third Party Statement of Recovery	7530-03-000-3523	PS	SH	ERM	MDCIWB	N/A
PS 2558	10/90	11/87	Excess Space Used Certification (3-part set)	7530-02-000-7180	HQ	SE	O	MDC	N/A
PS 2559	2/81	2/81	Third Party Claim — Information Request	7530-01-000-9695	PS	SH	ERM	MDCIWB	N/A
PS 2560	11/87	11/87	Referral of Third Party Material	7530-01-000-9696	PS	SH	ERM	MDCIWB	N/A
PS 2562	12/88	3/81	Injury Compensation Program — Notice of Potential Third Party Claim	7530-01-000-9697	PS	SH	ERM	MDCIWB	N/A
PS 2563-A	10/15	10/15	Certification of Receipt — Publication 133	7530-02-000-7959	PS	SE	LR	IWEB	N/A
PS 2563-B	3/12	3/12	Allegations of Discrimination Based on Age	7530-02-000-7960	PS	EA	LR	IWEB	N/A
PS 2564-A	10/15	10/15	Information for Pre-Complaint Counseling	7530-02-000-7961	PS	EA	LR	IWEB	N/A
PS 2564-B	10/15	10/15	EEO Settlement Agreement Pre-Complaint	7530-02-000-7962	PS	SE	LR	IWEB	N/A
PS 2564-C	10/15	10/15	Withdrawal of Complaint of Discrimination	7530-02-000-7963	PS	SE	LR	IWEB	N/A
PS 2565	10/15	10/15	EEO Complaint of Discrimination in the Postal Service	7530-03-000-3526	PS	EA	LR	IWEB	N/A
PS 2565-A	10/15	10/15	Withdrawal of Formal EEO Complaint of Discrimination	7530-02-000-7964	PS	SE	LR	IWEB	N/A
PS 2565-B	10/15	10/15	EEO Settlement Agreement	7530-02-000-7965	PS	SH	LR	IWEB	N/A
PS 2565-C	10/15	10/15	Agreement to Extend 180-Day EEO Investigative Process	7530-02-000-7966	PS	SE	LR	IWEB	N/A
PS 2565-D	10/15	10/15	EEO Settlement Agreement — Formal Complaint	7530-02-000-7967	PS	SH	LR	IWEB	N/A
PS 2565-F	10/15	10/15	EEO Settlement Agreement (Including Claims Filed Under ADEA)	7530-03-000-7028	PS	EA	LR	IWEB	N/A
PS 2567-A	10/15	10/15	Agreement to Extend 30-Day EEO Counseling Process	7530-02-000-7969	PS	EA	LR	IWEB	N/A
PS 2567-B	10/15	10/15	Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process	7530-02-000-7970	PS	EA	LR	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2567-D	10/15	10/15	Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process (Post Investigative)	7530-05-000-4371	PS	EA	LR	IWEB	N/A
PS 2568-A	10/15	10/15	EEO Investigative Affidavit (Complainant)	7530-01-000-9699	PS	SE	LR	IWEB	N/A
PS 2568-B	10/15	10/15	EEO Investigative Affidavit (Witness)	7530-01-000-9700	PS	SE	LR	IWEB	N/A
PS 2569	10/15	10/15	EEO Investigative Affidavit (Continuation Sheet)	7530-01-000-9701	PS	SE	LR	IWEB	N/A
PS 2569-C	3/01	3/01	EEO Investigative Affidavit (Continuation Sheet/ Compensatory Damages)	7530-03-000-9501	PS	EA	LR	MDC	N/A
PS 2570	10/15	10/15	EEO Alternative Dispute Resolution Specialist's (ADRS) Inquiry Report	7530-01-000-9702	PS	EA	LR	IWEB	N/A
PS 2571	10/15	10/15	Certification	7530-01-000-9703	PS	SE	LR	IWEB	N/A
PS 2573	6/91	5/86	Request — OWCP Claim Status	7530-01-000-9706	PS	SH	ERM	MDCIWB	N/A
PS 2574	5/19	5/19	Resignation/Transfer from the Postal Service	7530-01-000-9707	PS	EA	HR	IWEB	WWW
PS 2575	2/95	8/84	Penalty Action Notification (6-part set)	7530-03-000-3577	DN	SE	O	MDC	N/A
PS 2576	8/01	8/01	Settlement and ADR Use	N/A	HQ	SH	GC	HQO	N/A
PS 2577	8/98	8/98	Assignment of Claim to the USPS	7530-01-000-9726	PS	EA	ERM	MDCIWB	N/A
PS 2579-A	10/15	10/15	Notice of Right to File Individual Complaint	7530-01-000-9727	PS	EA	LR	IWEB	N/A
PS 2579-B	10/15	10/15	Notice of Right to File Class Complaint	7530-01-000-9728	PS	EA	LR	IWEB	N/A
PS 2579-C	10/15	10/15	Notice of Right to File Mixed Complaint	7530-02-000-7977	PS	EA	LR	IWEB	N/A
PS 2584	10/15	10/15	Representation/Anonymity	7530-03-000-3580	PS	EA	LR	IWEB	N/A
PS 2591	11/16	11/16	Application for Employment	7530-01-000-9733	PU	SH	HR	IWEB	WWW
PS 2594	4/75	4/75	Grievance Case Fact Sheet	N/A	HQ	SH	LR	HQO	N/A
PS 2608	6/13	6/13	Grievance Summary — Step 1	7530-01-000-9740	PS	EA	LR	IWEB	N/A
PS 2609	6/13	6/13	Grievance Summary — Step 2	7530-01-000-9741	PS	EA	LR	IWEB	N/A
PS 2610	6/13	6/13	Grievance Summary — Step 3	7530-01-000-9742	AR	EA	LR	IWEB	N/A
PS 2613	6/82	6/82	Step 4 Request for Grievance Case File	7530-03-000-0765	HQ	SH	EDD	HQO	N/A
PS 2629	8/88	8/88	Free Trial Test Agreement	7530-03-000-0766	PS	SH	IT	ISC, MDCIWB	N/A
PS 2630	8/87	8/87	Software Requirement Document	7530-03-000-0767	SC	SH	IT	ISC	N/A
PS 2631	8/87	8/87	Request for Free Trial Test	7530-03-000-0768	SC	SH	IT	ISC	N/A
PS 2632	8/87	8/87	Request for Software Procurement	7530-03-000-0769	SC	SH	IT	ISC	N/A
PS 2633	8/87	8/87	Software Evaluation	7530-03-000-0770	SC	SH	IT	ISC	N/A
PS 2702	2/94	8/74	Air Container Placard	7530-01-000-9749	PO	EA	O	MDC	N/A
PS 2710	11/96	2/84	Statement of Net Weight of the Airmail (4-part set)	7530-01-000-9751	XO	EA	O	MDC	N/A
PS 2729	10/75	10/75	Weekly Summary of Loose Sack Mail Dispatched (9-part set)	7530-03-000-0780	PO	SE	O	ISC	WADNA
PS 2731	5/75	5/75	Arbitration Index — Non-Removal (card)	7530-03-000-0781	HQ	EA	LR	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2732	5/75	5/75	Arbitration Index — Removal (card)	7530-03-000-0782	HQ	EA	LR	HQO	N/A
PS 2733	9/77	9/77	Arbitration Index — Contract (card)	7530-03-000-0783	HQ	EA	LR	HQO	N/A
PS 2734	1/79	1/79	Mail Exception Report	7530-03-000-0784	AC	SH	O	HQO	N/A
PS 2734-A	3/87	3/87	Air Transportation Pay and Routing Adjustment (3-part set)	7530-02-000-7183	AM	SE	PM	MDC	N/A
PS 2734-B	7/99	7/99	Air Transportation Pay and Routing Adjustment — International and Military Mail	7530-02-000-7184	AM	EA	GB	MDCIWB	N/A
PS 2747	12/99	12/99	Intra-Alaska Payment Claim Worksheet [Note: See HBK PO-508.]	N/A	AC	SH	O	N/A	N/A
PS 2753-A	6/93	6/93	Mail Delivery Record (3-part set)	7530-01-000-9509	AM	SE	O	MDC	N/A
PS 2754	9/92	9/92	Air Taxi Service Reliability Report	7530-02-000-9978	AM	EA	SM	MDCIWB	N/A
PS 2755	9/92	9/92	Air Taxi Mail Service Report (3-part set)	7530-01-000-9754	PC	SE	SM	MDCIWB	N/A
PS 2756	10/88	10/88	Dispatch Record/ Certification of Air Taxi Service Performed (4-part set)	7530-01-000-9755	PS	SE	SM	MDC	N/A
PS 2759	7/03	7/03	Report of Irregular Handling of Mail	7530-01-000-9756	PS	SE	NET	MDCIWB	N/A
PS 2759-M	6/91	6/91	Report of Irregular Handling of Military Mail	7530-02-000-7185	PS	SH	O	MDC	N/A
PS 2760	9/74	9/74	Airlines Reply to Refusal/ Removal of Mail	7530-03-000-0786	AC	SH	O	AC	N/A
PS 2766	8/91	8/91	Summary of Mail Handling Irregularities	7530-02-000-8183	AM	SH	O	MDCIWB	N/A
PS 2767	9/92	9/92	Air Taxi Mail Service Operational Evaluation	7530-01-000-9759	PC	SH	SM	MDCIWB	N/A
PS 2768	10/91	10/91	Aircraft Weight and Balance Data (2-part set)	7530-01-000-9760	AC	SE	SM	MDC	N/A
PS 2769	9/92	9/92	Air Taxi Service Accident/ Incident Report	7530-02-000-9979	PC	SH	SM	MDCIWB	N/A
PS 2770	1/79	1/79	Weekly Summary of Air Container Dispatches (9-part set)	7530-03-000-0787	AM	SE	O	SLASC	N/A
PS 2800	4/98	4/98	Subpoena, Postal Service Board of Contract Appeals	7530-03-000-0789	HQ	SH	JD	R	N/A
PS 2805	3/09	3/09	Military Deposit Worksheet	7530-01-000-9761	PS	SH	ERM	MDCIWB	N/A
PS 2831	6/80	6/80	Request for Return Dispatch Particulars	7530-03-000-0800	XO	SH	PRI	HQO	N/A
PS 2832	6/81	6/81	Reasons for Returning C-9	7530-03-000-0801	XO	SH	PRI	HQO	N/A
PS 2833	2/92	2/92	Request for Further Information on International Mail	7530-03-000-0802	XO	SH	PRI	ICO	N/A
PS 2834	6/80	6/80	Dispatch Particulars for Transit Mail	7530-03-000-0803	XO	SH	PRI	HQO	N/A
PS 2834-A	6/80	6/80	International Transit Mail — No Dispatch	7530-03-000-0804	XO	SH	PRI	HQO	N/A
PS 2846	6/19	6/19	City Carrier Route Mail Acceptance Data	N/A	PO	EA	FIN	IWEB	N/A
PS 2847	5/15	5/15	Rural Carrier Payment Authorization	7530-01-000-9121	CR	EA	FIN	IWEB	N/A
PS 2848	10/18	10/18	Rural Carrier Route Mail Acceptance Data	7530-03-000-0807	PO	EA	FIN	IWEB	N/A



PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2855	1/14	1/14	International Claim for Indemnity	7530-01-000-9771	PO	EA	GB	HQO	N/A
PS 2856	8/20	8/20	Damage Report of Insured Article and Contents	7530-09-000-3988	PO	EA	FIN	IWEB	N/A
PS 2860	4/83	4/83	Instructions Concerning International Claims	7530-03-000-0810	XO	SH	GB	HQO	N/A
PS 2860-A	6/80	6/80	Second Request Concerning International Claims	7530-03-000-0811	XO	SH	GB	HQO	N/A
PS 2860-NY	10/92	10/92	Instructions Concerning International Claims	7530-03-000-0812	HQ	SH	GB	ICO	N/A
PS 2865	7/13	7/13	Return Receipt for International Mail	7530-01-000-9775	PO	EA	GB	MDCIWB	P/F
PS 2866	7/08	7/08	Presort Verification Record	7530-01-000-9776	PO	SH	BMEP	MDCIWB	N/A
PS 2866-IP	4/85	6/84	In-Plant Verification for Second- and Fourth-Class Matter	7530-01-000-9778	PS	SH	MSS	MDC	N/A
PS 2867	3/89	3/89	Bulk Mail Acceptance Report	7530-01-000-9779	PS	SH	MSS	MDCIWB	N/A
PS 2870	11/90	4/86	International Claim Jacket (envelope)	7530-03-000-0813	XO	EA	GB	HQO	N/A
PS 2871	4/85	4/85	In-Plant Verification Log of Mailings	7530-01-000-9780	CD	SH	MSS	MDCIWB	N/A
PS 2872	10/97	10/97	In-Plant Verification Request for Periodicals and Standard Mail (B)	7530-01-000-9781	DC	SH	PRI	MDC	N/A
PS 2880	5/20	5/20	Physical Inventory Adjustments	7530-01-000-9782	PO	EA	NET	IWEB	N/A
PS 2900	10/87	4/77	U.S. Military Mail by U.S. Commercial Air Carriers Dispatch Record	7530-01-000-9783	XO	SE	GB	MDC	N/A
PS 2900-C	1/93	1/93	U.S. Military Mail by U.S. Commercial Air Carriers Dispatch Record	7530-03-000-9130	AM	CTN	GB	MDC	N/A
PS 2906	4/99	4/99	Steamship Notice — Departure Information	7530-01-000-9784	PH	SH	GB	MDCIWB	N/A
PS 2907	5/91	5/91	International Exchange Office Mail Receipt	7530-01-000-9785	XO	SH	GB	MDCIWB	N/A
PS 2911	12/81	12/81	Return to Sender (card)	7530-01-000-9787	XO	EA	GB	MDC	N/A
PS 2923	1/86	1/86	Request for Return or Change of Address	7530-03-000-0814	XO	SH	GB	HQO	N/A
PS 2925	10/91	10/91	USA/Canada Surface Mail Exchange	N/A	PO	SH	GB	HQO	N/A
PS 2927	1/80	1/80	Dispatch Record — Foreign Transit Closed Mails	7530-03-000-3587	XO	SH	GB	MDCIWB	N/A
PS 2933	6/21	6/21	Register of Uncollected Customs Charges	7530-01-000-9792	PO	EA	FIN	IWEB	N/A
PS 2937	4/03	6/93	Importer's Objections	7530-01-000-9793	PO	PD	PRI	MDCIWB	WWW
PS 2941	3/98	3/98	Delivery Bill — Bordereau C 18bis (computerized)	7530-01-000-9794	AE	EA	GB	MDC	N/A
PS 2942	4/06	4/06	Delivery List (AV-7)	7530-01-000-9810	AE	CT	NET	MDC	N/A
PS 2942-A	11/92	11/92	Military Mail — AV-7 Delivery List	7530-01-000-9811	XO	CTN	GB	MDC	N/A
PS 2943	1/96	1/96	Special List — Registered Items	7530-01-000-9812	XO	SE	GB	MDC	N/A
PS 2943-A	4/91	5/82	Special List — Registered Items	7530-02-000-8207	XO	EA	GB	MDCIWB	N/A
PS 2944	6/71	6/71	Receipt for Customs Duty Mail	7530-01-000-9814	PO	PD	GB	MDC	N/A
PS 2948	6/80	6/80	Notice — International Mail Irregularity	7530-03-000-3556	XO	SE	GB	MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 2950	1/88	1/88	Load Record — Outbound	7530-01-000-9820	XO	SH	O	MDC	N/A
PS 2960	1/75	1/75	Inventory Record (card)	7530-01-000-9821	PO	EA	FIN	MDCIWB	N/A
PS 2963	2/03	2/03	Statement of Mail Movement	7530-01-000-9823	XO	SE	GB	MDCIWB	N/A
PS 2968	4/06	4/06	Parcel Bill — Postal Parcels	7530-03-000-3562	AE	CT	NET	MDC	N/A
PS 2970	4/02	4/02	Letter Bill — Exchange of Mail	7530-01-000-9831	XO	EA	GB	MDC	N/A
PS 2971	11/96	1/91	Verification Note	7530-01-000-9832	PO	EA	GB	MDCIWB	N/A
PS 2976	7/13	7/13	Customs Declaration CN 22 — Sender's Declaration	7530-01-000-9833	PO	SE	GB	e-IWB	e-WEB
PS 2976-A	7/13	7/13	Customs Declarations and Dispatch Note — CP 72	7530-01-000-9834	PO	EA	GB	e-IWB	e-WEB
PS 2976-B	7/13	7/13	Priority Mail Express International Shipping Label and Customs Form	7530-17-000-0377	PO	EA	GB	e-IWB	e-WEB
PS 2976-C	3/21	3/21	OCPI Customs Declaration	N/A	PO	EA	GB	e-IWB	e-WEB
PS 2976-E	7/13	9/06	Customs Declaration Envelope — CP 91	7530-03-000-5174	PO	EA	NET	MDC	P/F
PS 2976-ES	4/16	4/16	Small Customs Form Envelope	7530-17-000-7993	PO	EA	NET	MDCIWB	MDCWEB
PS 2976-R	4/16	4/16	USPS Customs Declaration and Dispatch Note	7530-17-000-7992	PO	EA	NET	MDCIWB	MDCWEB
PS 2988	5/08	1/91	Delivery Bill — Waybill (CN 37) Surface Mail	7530-01-000-9835	XO	SE	NET	MDC	N/A
PS 2988-M	1/91	1/91	Delivery Bill — Waybill (CN 37) (Manual)	7530-02-000-7186	XO	EA	GB	MDC	N/A
PS 2989	1/91	1/91	Special Parcel Bill CP 12 (Computerized)	7530-01-000-9836	AE	SH	GB	MDCIWB	N/A
PS 2990	1/91	1/91	International Parcel Post Verification Note CP 78 (Computerized)	7530-01-000-9837	AE	SH	GB	MDCIWB	N/A
PS 2993	4/88	1/87	Returned or Redirected Parcels	7530-01-000-9838	XO	EA	GB	MDC	N/A
PS 3000-G	9/97	9/97	Postage Statement Register for Penalty Mail	7530-01-000-9840	PS	SH	FIN	MDCIWB	N/A
PS 3002	4/18	4/18	Data Request	N/A	PS	EA	IT	IWEB	N/A
PS 3033	12/70	12/70	Receipt for Blank Checks or Savings Bonds	7530-01-000-9845	SC	SH	FIN	MDCIWB	N/A
PS 3036	7/87	4/84	Record of Stamp Stock Requisitions	7530-01-000-9846	PO	SH	FIN	MDCIWB	N/A
PS 3074	4/99	4/99	Request for Waiver of Claim for Erroneous Payment of Pay	7530-03-000-3700	PS	SH	FIN	MDCIWB	N/A
PS 3077	9/11	9/11	Request to Forward Salary Check	7530-01-000-9849	PS	SH	FIN	IWEB	N/A
PS 3083	12/96	8/71	Trust Accounts Receipts and Withdrawals (pad/100)	7530-01-000-9850	PS	PD	FIN	MDCIWB	N/A
PS 3097	5/72	5/72	Notice of Returned Treasury Check (2-part set)	7530-03-000-0821	SC	SE	FIN	HQO	N/A
PS 3101	8/89	12/86	Registered Receipt for Outgoing Mail	7530-03-000-0822	HQ	SH	FAC	HQO	N/A
PS 3111	9/08	9/08	Federal Employees Health Benefits (FEHB): Coverage or Termination While in Leave Without Pay Status	7530-01-000-9851	PS	SH	ERM	MDCIWB	N/A
PS 3114	10/08	10/08	Intelligent Mail Tray Label Certification	N/A	NCS	SH	BMEP	IWEB	WWW

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3115	10/15	10/15	USPS Health Benefits Plan Election Form	N/A	PS	EA	LR	IWEB	N/A
PS 3116	10/15	10/15	Notice of Change in USPS Health Benefits Plan Enrollment	N/A	PS	EA	LR	IWEB	N/A
PS 3117	10/15	10/15	How to Use PostalEase to Manage Your USPS Health Benefits Plan Enrollment	7530-17-000-0878	PS	EA	LR	IWEB	N/A
PS 3118	10/15	10/15	USPS Health Benefits Plan Certification for Foster Children	N/A	PS	EA	LR	IWEB	N/A
PS 3119	10/15	10/15	Application to Elect or Waive Pretax USPS Health Benefits Plan Premium	7530-17-000-1506	PS	EA	LR	IWEB	N/A
PS 3120	10/15	10/15	Notice to Non-Career Employees Eligible to Enroll in USPS Health Benefits Plan Coverage	N/A	PS	EA	LR	IWEB	N/A
PS 3131	6/92	6/92	Standard Reconciliation of Accounts	N/A	PO	SH	FIN	ISC	N/A
PS 3152	7/13	7/13	Confirmation Services Certification	N/A	PS	EA	RET	IWEB	WWW
PS 3152-A	9/01	9/01	Confirm Advanced Shipping Notice (ASN) Shipment ID	7530-05-000-4580	PU	SH	PRI	MDCIWB	WWW
PS 3152-E	1/14	1/14	Priority Mail Express Manifesting Certification	N/A	NCS	SH	BMEP	IWEB	WWW
PS 3176	3/99	3/99	Bank Transaction Record	7530-01-000-9870	PS	SH	FIN	MDCIWB	N/A
PS 3180	11/78	11/78	Pay Location Information Transmittal	7530-02-000-7189	PS	SH	FIN	MDCIWB	N/A
PS 3189	6/13	6/13	Request for Temporary Schedule Change for Personal Convenience	7530-01-000-9878	PS	PD	FIN	MDCIWB	N/A
PS 3189-E	5/15	5/15	Request for Temporary Schedule Change for Personal Convenience for EAS Employees	7530-17-000-6030	PS	PD	FIN	MDCIWB	N/A
PS 3200	8/11	8/11	Facing Slip for ACS NIXIES	7530-13-000-7178	PS	PD	DEL	MDCIWB	N/A
PS 3203	6/20	6/20	Personalized Stamped Envelopes and Cards Brochure Order Form	7530-01-000-9880	PU	EA	CMO	HQO	N/A
PS 3203-X	8/21	8/21	Personalized Stamped Envelopes and Cards Order Form	N/A	STF	EA	CMO	IWEB	WWW
PS 3204	9/92	9/92	Plain Stamped Envelope Invoice	N/A	PU	EA	MSS	MDC	N/A
PS 3205	8/99	8/99	Requisition for Plain Stamped Envelopes (card)	7530-03-000-0848	PO	EA	MSS	SEA	P/F
PS 3205-R	1/72	1/72	Replacement Card for Mutilated Plain Stamped Envelope Requisition (card)	7530-03-000-0849	HQ	EA	MSS	SEA	N/A
PS 3206	8/99	8/99	Order for Forms 3205 (card)	7530-03-000-0850	PO	EA	MSS	SEA	N/A
PS 3210	10/12	10/12	Receipt for Stamp Stock Submitted for Redemption	N/A	PS	EA	FIN	IWEB	N/A
PS 3216	1/72	1/72	Requisition for Postal Cards — Bulk Quantities (card)	7530-02-000-9821	PO	EA	MSS	GPO	GPO
PS 3220	10/96	10/96	Claim for Stamped Envelope Discount	7530-01-000-9883	PS	EA	FIN	MDCIWB	N/A
PS 3223	5/74	5/74	Field Sales Force Personnel Register Update Transactions	7530-03-000-0859	AR	SH	MSS	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3227-R	7/22	7/22	Rural or Highway Contract Route Carrier Stamp Purchase Order Form	7530-01-000-9885	CR	EA	DEL	MDCIWB	P/F
PS 3229	3/92	3/92	Stamped Paper Transfer Order	7530-03-000-0863	HQ	EA	MSS	HQO	N/A
PS 3234	2/81	2/81	Notice to Sender of Postage Due (for First Day Covers) (postal card)	7530-03-000-0865	HQ	EA	MSS	HQO	N/A
PS 3236	4/93	9/87	Uniform Allowance Cap Disbursements (3-part set)	7530-01-000-9887	PO	SE	FIN	MDCIWB	N/A
PS 3237	7/09	7/09	Stamp Stock Destruction Committee Notice of Appointment	7530-01-000-9888	PS	SH	FIN	IWEB	N/A
PS 3239	1/10	1/10	Payroll Deduction Authorization to Liquidate Postal Service Indebtedness	7530-01-000-9890	PS	SH	FIN	IWEB	N/A
PS 3241	2/99	2/99	Statement of Receipts and Disbursements (Employee Social and Recreational Funds)	7530-01-000-9893	PS	SH	ERM	MDCIWB	N/A
PS 3250	11/78	11/78	Inventory of Accountable Paper	7530-03-000-0871	HQ	SH	MSS	HQO	N/A
PS 3294	4/22	4/22	Cash and Stamp Stock Count and Summary	N/A	PS	EA	FIN	IWEB	N/A
PS 3295	3/99	3/99	Daily Record of Stamps, Stamped Paper and Nonpostal Stamps on Hand	7530-01-000-9914	PS	SH	FIN	MDCIWB	N/A
PS 3309	2/94	12/92	Advice of Shipment/Stamp Invoice	N/A	PO	EA	MSS	ISC	N/A
PS 3315	7/06	7/06	Cancellation Services Workorder (4-part set)	7530-03-000-0883	STF	EA	GR	PHL	N/A
PS 3317-A	2/81	2/81	Retail and Philatelic Products — Clerk's Daily Sales Record	7530-01-000-9916	PO	SH	MSS	MDC	N/A
PS 3331	9/82	9/82	Dispatch Order (postal card)	7530-03-000-0894	HQ	EA	MSS	HQO	N/A
PS 3337-A	4/21	4/21	Community Service Participation Pre-Event Evaluation	N/A	PS	EA	ERM	IWEB	N/A
PS 3337-C	7/21	7/21	Postal Vehicle Request	N/A	PS	EA	LR	IWEB	N/A
PS 3356	3/79	3/79	Stamp Requisition — Bulk Quantities (card)	7530-03-000-0904	PO	EA	MSS	HQO	N/A
PS 3357	1/72	1/72	Order Form for Forms 3356 Stamps Requisition (card)	7530-03-000-0905	PO	EA	MSS	HQO	N/A
PS 3358	7/88	7/88	Philatelic Stock Instructions to Accompany Stamp Requisition Form 3356	7530-03-000-0906	HQ	SH	MSS	HQO	N/A
PS 3368	9/88	8/78	Stamp Credit Examination Record (card)	7530-01-000-9917	PO	EA	FIN	MDCIWB	N/A
PS 3368-P	1/01	1/01	Accountability Examination Record	N/A	PS	SH	FIN	IWEB	N/A
PS 3369	8/10	8/10	Consigned Credit Receipt	7530-01-000-9918	PO	PD	FIN	MDCIWB	N/A
PS 3499	6/88	1/80	Operations Analysis Report	7530-01-000-9920	PO	SH	O	MDCIWB	N/A
PS 3500	12/14	12/14	Application for Periodicals Mailing Privileges	7510-05-000-4625	PO	EA	PRI	IWEB	WWW
PS 3503	9/94	9/94	Record of Deposits Made While Second-Class Application Is Pending	7530-01-000-9924	PU	SH	MSS	MDC	N/A
PS 3507	1/95	1/95	Authorization for Second-Class Mail Privileges	7530-03-000-0907	HQ	EA	MSS	HQO	P/F

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PS 3510	12/14	12/14	Application for Reentry or Special Price Request for Periodicals Publication	7530-01-000-9928	PO	EA	PRI	IWEB	WWW
PS 3510-M	12/14	12/14	Application for Additional Mailing Office for Periodicals Publication	N/A	PO	EA	PRI	IWEB	WWW
PS 3521	12/87	1/72	House Numbers and Mail Receptacles Report (pad/100)	7530-01-000-9930	CR	PD	O	MDC	N/A
PS 3526	7/14	7/14	Statement of Ownership, Management, and Circulation (All Publications Except Requester Publications)	7530-01-000-9931	PO	EA	PRI	IWEB	WWW
PS 3526-R	7/14	7/14	Statement of Ownership, Management, and Circulation (Requester Publications Only)	7530-09-000-8855	PO	EA	PRI	IWEB	WWW
PS 3533	12/16	12/16	Application for Refund of Fees, Products and Withdrawal of Customer Accounts	7530-01-000-9932	PO	EA	FIN	MDCIWB	N/A
PS 3533-GE	1/18	1/18	Application for Refund of Postage for Priority Mail Express International With Guarantee Service	N/A	PO	SH	FIN	ICO	N/A
PS 3538	7/98	7/98	Irregular Handling of Undeliverable Periodicals Publication	7530-01-000-9933	PO	SH	PRI	MDC	N/A
PS 3541-1	7/22	7/22	Postage Statement — Periodicals - One Issue or One Edition	7530-07-000-6222	PO	EA	MSS	MDCIWB	WWW
PS 3541-3	7/22	7/22	Postage Statement — Periodicals - One Issue or One Edition - Outside County	7530-07-000-6223	PO	EA	MSS	MDCIWB	WWW
PS 3541-5	7/22	7/22	Postage Statement — Periodicals - One Issue or One Edition - Outside County	7530-10-000-0501	PO	SH	MSS	MDCIWB	WWW
PS 3541-7	7/22	7/22	Postage Statement — Periodicals - One Issue or One Edition - Outside County	7530-10-000-0502	PO	SH	MSS	MDCIWB	WWW
PS 3541-9	7/22	7/22	Postage Statement — Periodicals - One Issue or One Edition — Periodicals Pending Authorization	7530-18-000-8400	PO	SH	MSS	MDCIWB	WWW
PS 3541-M1	3/10	3/10	Postage Statement — Periodicals - All Issues in a Calendar Month	7530-05-000-4278	PO	SH	MSS	MDCIWB	WWW
PS 3541-M3	3/10	3/10	Postage Statement — Periodicals - All Issues in a Calendar Month - Outside County	7530-10-000-0503	PO	SH	MSS	MDCIWB	WWW
PS 3541-M5	3/10	3/10	Postage Statement — Periodicals - All Issues in a Calendar Month - Outside County	7530-10-000-0504	PO	SH	MSS	MDCIWB	WWW
PS 3541-M7	3/10	3/10	Postage Statement — Periodicals - All Issues in a Calendar Month - Outside County	7530-10-000-0505	PO	SH	MSS	MDCIWB	WWW
PS 3541-MW	3/12	3/12	Periodicals Monthly Data Collection Worksheet	7690-16-000-7937	PS	EA	PRI	MDCIWB	N/A

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PS 3542	6/01	6/01	Application to Mail Under the Periodicals Centralized Postage Payment (CPP) System	7530-03-000-0908	PO	EA	PRI	IWEB	WWW
PS 3543	11/96	11/96	Record of Periodicals Postage	7530-03-000-3793	PO	EA	PRI	MDCIWB	N/A
PS 3543-SP	4/84	10/70	(Special) Record of Second-Class Postage	7530-01-000-9131	PO	SH	PRI	MDC	N/A
PS 3544	7/04	7/04	USPS Receipt for Money or Services	7530-03-000-3768	PO	PD	FIN	MDC	N/A
PS 3546	5/07	5/07	Official Change/Correction to Mail Forwarding Change of Address Order	7530-01-000-9953	CD	EA	RET	MDC	N/A
PS 3547	6/95	6/95	Notice to Mailer of Correction in Address (postal card)	7530-01-000-9954	PO	EA	O	MDC	N/A
PS 3548	4/00	4/00	Review and Verification of Circulation	7530-01-000-9955	PU	EA	PRI	MDCIWB	WWW
PS 3548-A	7/00	7/00	Worksheet A – Postage Payment Review Through Documentation	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3548-B	7/00	7/00	Worksheet B – Postage Payment Review Through Documentation	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3548-D	7/00	7/00	Postage Review Adjustment Through Documentation	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3548-R	4/00	4/00	Verification of Names on Requesters List	N/A	PO	EA	PRI	LOC, MDCIWB	LOC
PS 3548-RL	9/95	9/95	Postage Review Log	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3548-S	9/95	9/95	Verification of Names on Subscribers List	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3548-W	7/00	7/00	Postage Payment Review by Weight	N/A	PO	SH	PRI	LOC, MDCIWB	N/A
PS 3549	6/97	10/70	Collect Postage Due	7530-01-000-9956	PO	SH	FIN	MDC	N/A
PS 3551	3/96	3/96	Statement of Verified Weight and Reported Advertising Portion of Publication	7530-03-000-3773	PU	EA	MSS	MDC	N/A
PS 3553	9/22	9/22	CASS Summary Report	N/A	NCS	SH	IMAQ	IWEB	WWW
PS 3555	8/91	7/89	Report of Returned Mail	7530-01-000-9959	PO	SH	O	MDCIWB	N/A
PS 3567	5/11	5/11	Periodicals Application Cover Checklist	N/A	PO	EA	BMEP	IWEB	N/A
PS 3568	5/11	5/11	Annual Verifications Checklist	N/A	PO	EA	BMEP	IWEB	N/A
PS 3569	5/11	5/11	ZAP Review	N/A	PS	EA	BMEP	IWEB	N/A
PS 3570	5/11	5/11	Exceptional Dispatch Review (Semi-Annual)	N/A	PO	EA	BMEP	IWEB	N/A
PS 3571	6/03	6/03	CFS Quality Control Log	N/A	PS	SH	RET	IWEB	N/A
PS 3574	6/91	9/85	Change of Address Order Completion Request	7530-01-000-9961	PO	SH	O	MDC	N/A
PS 3575	9/07	9/07	Change of Address Order	N/A	PO	EA	O	LOC	P/F
PS 3575-S	10/94	10/94	Change of Address Order (Spanish) (contained in PUB 75-S)	N/A	PU	EA	O	N/A	P/F
PS 3575-Z	9/07	9/07	Employee-Generated Change of Address	7530-03-000-4594	PU	EA	O	MDC	N/A
PS 3577	7/87	4/71	Correction of Error in Address Because of Postal Service Adjustments	7530-01-000-9964	PO	SH	O	MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3580	1/98	1/98	Notice to Replenish Advance Deposit Account	7530-01-000-9966	PS	EA	PRI	MDC	N/A
PS 3582-A	12/86	8/76	Postage Due Bill	7530-03-000-3832	PO	SH	FIN	MDCIWB	N/A
PS 3582-C	11/87	4/85	Postage Due Invoice (book/50 3-part sets)	7530-02-000-7195	CA	BK	FIN	MDC	N/A
PS 3582-P	9/13	9/13	Invoice for BRM, MRS, or Postage Due Mail	7530-05-000-4539	PS	EA	FIN	MDCIWB	N/A
PS 3584	12/11	12/11	Postage Due Log	7530-01-000-9970	PO	SH	DEL	IWEB	N/A
PS 3587	7/14	7/14	Every Door Direct Mail (EDDM) Retail	7530-13-000-6929	PO	SH	DOM	MDCIWB	MDCWEB
PS 3600-FCM1	7/22	7/22	Postage Statement — First-Class Mail and First-Class Package Service	7530-13-000-5569	PU	SH	MSS	MDCIWB	WWW
PS 3600-FCM3	7/22	7/22	Postage Statement — First-Class Mail and First-Class Package Service - Nonautomation Prices	7530-13-000-5570	PU	SH	MSS	MDCIWB	WWW
PS 3600-FCM5	7/22	7/22	Postage Statement — First-Class Mail and First-Class Package Service - Roundtrip DVD, CD, or Other Disc Mail	7530-15-000-7023	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM1	7/22	7/22	Postage Statement — Priority Mail - Permit Imprint	7530-13-000-5565	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM3	7/22	7/22	Postage Statement — Priority Mail - Permit Imprint - Com. Base/Com. Plus - Regional Rate Box	7530-13-000-5566	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM5	7/22	7/22	Postage Statement — Priority Mail - Permit Imprint - Negotiated Service Agreement (NSA)	7530-13-000-5567	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM7	7/22	7/22	Postage Statement — Priority Mail - Permit Imprint - Negotiated Service Agreement (NSA)	7530-13-000-5568	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM9	7/22	7/22	Postage Statement — Priority Mail - Open and Distribute - Negotiated Service Agreement (NSA)	7530-15-000-7021	PU	SH	MSS	MDCIWB	WWW
PS 3600-PM11	7/22	7/22	Postage Statement — Priority Mail - Open and Distribute - Commercial Plus	7530-15-000-7022	PU	SH	MSS	MDCIWB	WWW
PS 3600-R1	3/10	3/10	Postage Statement — First-Class Mail & Priority Mail	7530-07-000-6217	PO	EA	MSS	MDCIWB	WWW
PS 3600-R3	3/10	3/10	Postage Statement — First-Class Mail	7530-07-000-6218	PO	EA	MSS	MDCIWB	WWW
PS 3600-R5	3/10	3/10	Postage Statement — Priority Mail - Permit Imprint - Negotiated Service Agreement	7530-09-000-9937	PO	EA	MSS	MDCIWB	WWW
PS 3600-R7	3/10	3/10	Postage Statement — Priority Mail - Commercial Plus - Cubic	7530-13-000-1556	PO	EA	MSS	MDCIWB	WWW
PS 3601-C	5/96	5/96	Postage Meter Activity Report	7530-03-000-7523	PU	SH	RET	MDC	P/F
PS 3602-C	1/17	1/17	Consolidated Postage Statement — Supplemental USPS Marketing Mail and Nonprofit USPS Marketing Mail	7530-05-000-5027	PU	SH	MSS	MDCIWB	WWW

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3602-EZ	7/22	7/22	Postage Statement — USPS Marketing Mail - Easy Nonautomation Letters or Flats	7530-07-000-6221	PU	EA	MSS	MDCIWB	WWW
PS 3602-N1	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail	7530-07-000-6213	PO	EA	MSS	MDCIWB	WWW
PS 3602-N3	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Nonautomation Letters	7530-07-000-6214	PO	EA	MSS	MDCIWB	WWW
PS 3602-N5	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Carrier Route Letters	7530-07-000-6215	PU	EA	MSS	MDCIWB	WWW
PS 3602-N7	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Nonautomation Flats	7530-07-000-6216	PO	EA	MSS	MDCIWB	WWW
PS 3602-N9	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Carrier Route Flats	7530-09-000-9938	PU	SH	MSS	MDCIWB	WWW
PS 3602-N11	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Marketing Parcels	7530-09-000-9939	PU	SH	MSS	MDCIWB	WWW
PS 3602-N13	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Extra Services and Fees	7530-13-000-5563	PU	SH	MSS	MDCIWB	WWW
PS 3602-NZ	7/22	7/22	Postage Statement — Nonprofit USPS Marketing Mail - Easy Nonautomation Letters or Flats	7530-07-000-6219	PO	EA	MSS	MDCIWB	WWW
PS 3602-PO	1/83	1/83	Postage Collected Through Post Office Meter	7530-01-000-9976	PO	BK	RET	MDC	N/A
PS 3602-R1	7/22	7/22	Postage Statement — USPS Marketing Mail	7530-07-000-6209	PO	SH	MSS	MDCIWB	WWW
PS 3602-R3	7/22	7/22	Postage Statement — USPS Marketing Mail - Nonautomation Letters	7530-07-000-6210	PO	EA	MSS	MDCIWB	WWW
PS 3602-R5	7/22	7/22	Postage Statement — USPS Marketing Mail - Carrier Route Letters	7530-07-000-6211	PO	EA	MSS	MDCIWB	WWW
PS 3602-R7	7/22	7/22	Postage Statement — USPS Marketing Mail - Nonautomation Flats	7530-07-000-6212	PU	SH	MSS	MDCIWB	WWW
PS 3602-R9	7/22	7/22	Postage Statement — USPS Marketing Mail - Carrier Route Flats	7530-09-000-9935	PU	SH	MSS	MDCIWB	WWW
PS 3602-R11	7/22	7/22	Postage Statement — USPS Marketing Mail - Marketing Parcels	7530-09-000-9936	PU	SH	MSS	MDCIWB	WWW
PS 3603	1/90	11/87	Receipt for Postage Meter Settings (book/100 3-part sets)	7530-02-000-9495	PO	BK	MSS	MDC	N/A
PS 3604	6/95	6/95	Nonuse Revocation of Mailing Permit or Meter License	7530-01-000-9978	PO	SH	MSS	MDC	N/A
PS 3605-R1	7/22	7/22	Postage Statement — Package Services and Parcel Select	7530-08-000-3305	PO	SH	MSS	MDCIWB	WWW
PS 3605-R3	7/22	7/22	Postage Statement — Package Services - Bound Printer Matter	7530-08-000-3306	PO	SH	MSS	MDCIWB	WWW
PS 3605-R5	7/22	7/22	Postage Statement — Package Services - Library Mail and Media Mail	7530-08-000-3307	PO	SH	MSS	MDCIWB	WWW



PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3605-R7	7/22	7/22	Postage Statement — Parcel Select — Ground	7530-08-000-3308	PU	SH	MSS	MDCIWB	WWW
PS 3605-R9	7/22	7/22	Postage Statement — Parcel Select — Ground - Cubic	7530-09-000-9934	PU	SH	MSS	MDCIWB	WWW
PS 3605-R11	7/22	7/22	Postage Statement — Package Services and Parcel Select — Extra Services and Fees	7530-19-000-0804	PU	SH	MSS	MDCIWB	WWW
PS 3606	1/17	1/17	Certificate of Bulk Mailing — International	7530-01-000-9980	MSS	EA	DOM	MDCIWB	WWW
PS 3606-D	1/16	1/16	Certificate of Bulk Mailing — Domestic	7530-17-000-5548	MSS	EA	DOM	MDCIWB	WWW
PS 3607	10/10	10/10	Weighing and Dispatch Certificate	7530-02-000-9000	PO	SH	BMEP	MDCIWB	N/A
PS 3607-G	11/07	11/07	Weighing and Dispatch Certificate	7530-02-000-9026	PO	EA	FIN	IWEB	N/A
PS 3609-PO	5/89	4/71	Control for Post Office Meter (card)	7530-02-000-9003	PO	EA	MSS	MDC	N/A
PS 3609-SP	7/80	7/80	Record of Permit Imprint Mailings (card)	7530-02-000-9004	PO	EA	MSS	MDC	N/A
PS 3610	12/91	12/91	Record of Postage Meter Settings	7530-02-000-9005	PO	SH	MSS	MDC	N/A
PS 3611	1/87	1/87	Postage Due Statement for Automated BRM (3-part set)	7530-03-000-0910	BC	SE	MSS	HQO	P/F
PS 3613	3/00	3/00	Refunds From Advance Deposit Accounts	7530-02-000-9007	PO	SH	FIN	MDCIWB	P/F
PS 3615	8/20	8/20	Mailing Permit Application and Customer Profile	7530-03-000-6048	PO	EA	CMO	IWEB	WWW
PS 3615-A	6/13	6/13	Application for Picture Permit Imprint	N/A	PO	EA	DOM	IWEB	WWW
PS 3616	2/08	2/08	Report of Quarterly Verification of Metered Mail	7530-02-000-9009	PO	SH	RET	MDCIWB	N/A
PS 3617	5/78	5/78	Order for Special Canceling Machine Die Hubs	7530-03-000-0912	HQ	SH	MSS	HQO	N/A
PS 3618	8/94	12/89	Local Setting of Postage Meter Licensed at Another Office	7530-03-000-3696	PO	EA	MSS	MDC	N/A
PS 3619	9/97	9/97	Permit Number Record	7530-02-000-9011	PO	EA	PRI	MDC	N/A
PS 3621-A	7/22	7/22	Renewal Notice for Annual Fee(s)	7530-02-000-8210	PO	SH	BMEP	IWEB	WWW
PS 3623	1/17	1/17	Request for Confirmation of Authorization (or Pending Application) to Mail at Nonprofit USPS Marketing Mail Prices	7530-02-000-9027	PO	EA	PRI	IWEB	WWW
PS 3624	1/17	1/17	Application to Mail at Nonprofit USPS Marketing Mail Prices	7530-02-000-9014	PO	EA	PRI	IWEB	WWW
PS 3625	7/09	7/09	Nonprofit Cooperative Mail Rule Exception Complaint Form	N/A	PU	EA	BMEP	IWEB	P/F
PS 3629	11/00	11/00	Centralized Postage Payment System — Running Summary	7530-02-000-7449	CD	SH	MSS	MDCIWB	N/A
PS 3630-G	9/03	9/03	Penalty Business Reply Monthly Mail Report	7530-02-000-7197	PS	SH	FIN	MDCIWB	N/A
PS 3631	10/02	10/02	Optional Procedure (OP) Summary of Mailings	N/A	BC	SH	PRI	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3631-G	9/97	9/97	Adding or Deleting a Setting Location for Penalty Mail Postage Meters (2-part set)	7530-02-000-9016	PS	SE	FIN	MDCIWB	N/A
PS 3632	10/02	10/02	Optional Procedure (OP) Review Application Checklist	N/A	PS	SH	PRI	IWEB	N/A
PS 3632-G	3/92	3/92	Miscellaneous Transactions for Penalty Mail Postage Meters (2-part set)	7530-02-000-9017	PS	SE	FIN	MDC	N/A
PS 3633	10/02	10/02	Optional Procedure (OP) Mailing System Review	N/A	PS	SH	PRI	IWEB	N/A
PS 3633-G	11/07	11/07	Daily Activity Recap for Official Mail	7530-02-000-9018	PO	EA	FIN	IWEB	N/A
PS 3634	10/02	10/02	Optional Procedure (OP) Job Review Frequency Guide	N/A	PS	SH	PRI	IWEB	N/A
PS 3634-G	11/07	11/07	Transferring Postage to or Canceling Penalty Mail Postage Meters (2-part set)	7530-02-000-9019	PS	SE	FIN	MDC	N/A
PS 3635-G	9/97	9/97	Adjusting Postage and Fees for Official Mail (3-part set)	7530-03-000-3706	PS	SE	FIN	MDCIWB	PO
PS 3637-G	11/07	11/07	Batch Header for Official Mail	7530-02-000-9022	PO	SE	FIN	IWEB	N/A
PS 3638-G	9/03	9/03	Penalty Mail Postage Due Monthly Report	7530-04-000-1899	PS	SH	FIN	MDCIWB	N/A
PS 3639	9/90	9/90	Mailer's Running Summary Optional Procedure	7530-02-000-9509	PO	EA	MSS	MDCIWB	N/A
PS 3639-G	9/03	9/03	Penalty Merchandise Return Service Monthly Report	7530-04-000-1900	PS	SH	FIN	MDCIWB	N/A
PS 3649-A	7/86	7/86	Bar Code and FIM Order Form for Unique Firm Business Reply Mail	7530-03-000-0914	PS	SH	MSS	HQO	N/A
PS 3650	3/21	3/21	Request for Expedited Packaging for Business Reply Mail Use	N/A	PS	EA	RET	IWEB	N/A
PS 3653-B	11/96	11/96	Statement of Mailing — Global Priority Mail (Billing)	7530-03-000-8760	PS	EA	PRI	HQO	N/A
PS 3655	8/02	8/02	International Surface Airlift (ISAL) Direct Shipment Option Advisement & Confirmation of Transaction	N/A	MSS	SH	PRI	AFC	N/A
PS 3658	7/02	7/02	Global Direct Mailbox Service Application	N/A	PU	SH	PRI	IWEB	WWW
PS 3665	1/17	1/17	Certificate of Mailing — Firm	7530-17-000-5549	PO	EA	DOM	MDCIWB	P/F
PS 3666	8/20	8/20	Certification of Postal Service Employment of Individuals With Severe Disabilities	7530-02-000-9025	PS	EA	ERM	IWEB	N/A
PS 3681	7/02	7/02	Global Direct Service Agreement	7530-04-000-8891	PS	SH	GB	IWEB	WWW
PS 3682	7/02	7/02	Global Direct Notification of Mailing	7530-04-000-8892	PS	SH	GB	IWEB	WWW
PS 3683	8/17	8/17	U.S. Postal Service Package Testing	N/A	PS	EA	MSS	IWEB	WWW
PS 3700-1	7/22	7/22	Postage Statement — International Mail	7530-09-000-9940	PO	SH	MSS	MDCIWB	WWW

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3700-3	7/22	7/22	Postage Statement — International Mail - FCPIS — Permit Imprint	7530-09-000-9941	PO	SH	MSS	MDCIWB	WWW
PS 3700-5	7/22	7/22	Postage Statement — International Mail - ISAL — Permit Imprint	7530-09-000-9942	PO	SH	MSS	MDCIWB	WWW
PS 3700-7	7/22	7/22	Postage Statement — International Mail - ISAL — Permit Imprint	7530-09-000-9943	PO	SH	MSS	MDCIWB	WWW
PS 3700-9	7/22	7/22	Postage Statement — International Mail - IPA — Permit Imprint	7530-09-000-9944	PO	SH	MSS	MDCIWB	WWW
PS 3700-11	7/22	7/22	Postage Statement — International Mail - IPA — Permit Imprint	7530-10-000-8809	PO	SH	MSS	MDCIWB	WWW
PS 3700-13	7/22	7/22	Postage Statement — International Mail - PMI — Permit Imprint	7530-12-000-6865	PO	SH	MSS	MDCIWB	WWW
PS 3700-15	7/22	7/22	Postage Statement — International Mail - PMI — Permit Imprint	7530-13-000-5616	PO	SH	MSS	MDCIWB	WWW
PS 3700-17	7/22	7/22	Postage Statement — International Mail - PMEI — Permit Imprint	7530-13-000-5617	PO	SH	MSS	MDCIWB	WWW
PS 3700-19	7/22	7/22	Postage Statement — International Mail - Commercial ePacket — Permit Imprint	7530-13-000-5618	PO	SH	MSS	MDCIWB	WWW
PS 3700-21	7/22	7/22	Postage Statement — International Mail - Extra Services and Fees	7530-17-000-0820	PO	SH	MSS	MDCIWB	WWW
PS 3701	1/88	2/86	Delivery Survey (card)	7530-02-000-9040	CR	EA	O	MDC	N/A
PS 3702	12/87	9/84	Test Mailing Record (Collection and Special Test Mailings)	7530-02-000-9041	PO	SH	O	MDCIWB	N/A
PS 3721	2/91	6/88	Publication Watch (2-part set)	7530-02-000-9042	PO	SE	O	MDC	N/A
PS 3743	2/87	4/77	Delayed Mail Report — All Post Offices (2-part set)	7530-02-000-9043	PO	SE	O	MDC	N/A
PS 3749	11/00	11/00	Irregularities in the Preparation of Mail (4-part set)	7530-02-000-9044	PS	SE	MSS	MDC	N/A
PS 3749-D	11/00	11/00	Disposition of Mail Irregularity Report	7530-05-000-4191	PO	EA	MSS	TMD	N/A
PS 3750	2/96	6/80	Notice of Short-Paid Mail	7530-02-000-9045	PC	EA	MSS	MDC	N/A
PS 3760	3/21	3/21	Package Search Request	7530-02-000-9046	PS	EA	SM	MDCIWB	N/A
PS 3761	10/07	10/07	Parcel Return Services Enrollment Request	N/A	PS	SH	MSS	IWEB	WWW
PS 3800	4/15	4/15	Certified Mail Receipt: Domestic Mail Only	7530-02-000-9047	PO	EA	MSS	MDCIWB	P/F
PS 3801	9/16	9/16	Standing Delivery Order (card)	7530-02-000-9048	PO	EA	NET	MDCIWB	MDCWEB
PS 3801-A	7/98	7/98	Agreement by a Hotel, Apartment House, or the Like	7530-02-000-9049	PU	SH	O	MDCIWB	WWW
PS 3806	4/15	4/15	Receipt for Registered Mail	7530-02-000-9051	PO	SE	MSS	MDC	PO
PS 3810	9/93	4/71	Reminder Record (card)	7530-02-000-9052	CA	EA	MSS	MDC	N/A
PS 3811	7/20	7/20	Domestic Return Receipt	7530-02-000-9053	PU	EA	CMO	MDCIWB	P/F
PS 3811-A	4/15	4/15	Request for Delivery Information/Return Receipt	7530-02-000-9054	PU	EA	MSS	IWEB	WWW
PS 3811-V	3/05	10/04	Certified Return Receipt Vending Form	7530-07-000-0300	PO	CTN	RET	MDC	P/F

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3813	4/15	4/15	Insured Mail Receipt — Domestic Only — \$500 and Under	7530-02-000-9056	PU	EA	MSS	MDCIWB	P/F
PS 3813-P	4/15	4/15	Insured Mail Receipt — Domestic Only — Over \$500	7530-02-000-9057	PU	EA	MSS	MDCIWB	P/F
PS 3815	5/17	5/17	Plant-Load Authorization Application, Worksheet, and Agreement	7530-02-000-9060	PS	EA	CHN	IWEB	N/A
PS 3816	1/16	1/16	COD Mailing and Delivery Receipt	7530-02-000-9062	PU	EA	DOM	MDCIWB	P/F
PS 3817	4/07	4/07	Certificate of Mailing	7530-02-000-9065	PO	SH	MSS	MDCIWB	WWW
PS 3820	5/89	4/82	Sale or Destruction of Perishable Mail	7530-02-000-9067	PO	SH	MSS	MDCIWB	N/A
PS 3821	11/93	11/93	Clearance Receipt (pad/50)	7530-02-000-9068	PO	PD	MSS	MDCIWB	N/A
PS 3822	3/88	3/88	COD Tag Transmittal (pad/100)	7530-02-000-9069	PO	PD	MSS	MDC	N/A
PS 3823	7/93	7/93	Packaging Improvement Notice (2-part set)	7530-02-000-9070	PO	SE	PRI	MDC	N/A
PS 3824	1/16	1/16	Temporary Bulk Receipt	7530-02-000-9071	PO	EA	MSS	IWEB	N/A
PS 3826	1/16	1/16	Registry Irregularity Report	7530-02-000-9072	CD	EA	MSS	IWEB	N/A
PS 3827	11/94	11/94	Irregularity Report of Insured and COD Mail	7530-02-000-9073	PS	SH	MSS	MDC	N/A
PS 3829	9/84	4/72	Registered Dispatch Follow-Up	7530-02-000-9074	PS	SH	MSS	MDC	N/A
PS 3831	6/86	10/70	Receipt for Article(s) Damaged in Mails	7530-02-000-9076	PO	SH	MSS	MDC	N/A
PS 3833	4/89	4/89	COD Irregularity	7530-02-000-9077	PO	SH	MSS	MDC	N/A
PS 3834	5/17	5/17	Detached Mail Unit Authorization Application	N/A	PS	EA	BMEP	IWEB	N/A
PS 3844	4/83	4/83	Data Entry Daily Work Record (3x5 index card)	7530-03-000-0920	HQ	EA	MSS	HQO	N/A
PS 3845	1/96	1/96	Annual Verification of Circulation (postal card)	7530-02-000-9079	PS	EA	MSS	MDC	N/A
PS 3849	9/22	9/22	We Redeliver For You!	7530-01-000-9716	PO	EA	BMEP	MDCIWB	N/A
PS 3849-D	12/94	1/92	Notice to Sender of Undelivered COD Mail (postal card)	7530-02-000-9082	PO	EA	MSS	MDC	N/A
PS 3849-MP	12/12	12/12	Sorry We Missed You — Metro Post Same Day Service	7530-16-000-8912	PO	EA	DOM	MDCIWB	N/A
PS 3854	4/85	3/72	Manifold Registry Dispatch Book (30 entries) (book/300)	7530-02-000-9084	PO	BK	MSS	MDCIWB	N/A
PS 3867	3/16	3/16	Accountable Mail Matter Received for Delivery	7530-02-000-9093	PO	EA	MSS	MDCIWB	N/A
PS 3871	7/89	10/70	Receipt Verification — Insured and Returned COD Mail	7530-02-000-9095	PO	SH	MSS	MDCIWB	N/A
PS 3874-A	2/71	2/71	Registry Dispatch Bill (Special Edition) (3-part continuous)	7530-03-000-0921	CA	SE	MSS	HQO	N/A
PS 3875	4/78	4/78	Daily Balance — Registry Section	7530-03-000-3722	PO	SH	MSS	MDCIWB	N/A
PS 3876	1/16	1/16	Notice to Firm Mailer of Incorrect Fees	7530-02-000-9097	CA	EA	PRI	IWEB	N/A
PS 3877	1/17	1/17	Firm Mailing Book for Accountable Mail	7530-02-000-9098	PU	EA	DOM	MDCIWB	MDCWEB
PS 3881-X	11/22	11/22	Supplier and Payee Electronic Funds Transfer (EFT) Enrollment	N/A	PS	EA	FIN	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3883	2/02	2/02	Firm Delivery Receipt for Accountable Mail and Bulk Delivery Mail	7530-02-000-9099	CR	PG	MSS	MDC	N/A
PS 3883-A	12/94	12/94	Firm Delivery Receipt (1600/carton)	7530-02-000-9100	PO	CTN	MSS	MDCIWB	WWW
PS 3892	3/97	3/89	Registered Mail Found in Ordinary Mail	7530-02-000-9101	PO	CTN	PRI	MDCIWB	N/A
PS 3896	5/85	4/82	Receipt for Registered Article (book/50 2-part sets)	7530-02-000-9120	PO	BK	MSS	MDC	N/A
PS 3899	1/83	1/83	Registered Matter — Damaged, Unsealed or Without Cover (self-adhesive label)	7530-02-000-9121	PO	EA	MSS	MDC	N/A
PS 3902	4/07	4/07	Form 3977 Log and Lock Examination	7530-10-000-0557	PO	SH	FIN	MDCIWB	N/A
PS 3907	12/93	12/93	Post Office Box Mail Pickup Notice	7530-03-000-3749	PO	EA	RET	MDCIWB	N/A
PS 3916	9/98	9/98	Shipping Order	7530-03-000-0922	HQ	SH	ENG	HQO	N/A
PS 3921	5/03	5/03	Volume Recording Worksheet	7530-02-000-9125	PO	SH	DEL	MDCIWB	N/A
PS 3922	10/08	10/08	Customer Service Volume Recording Worksheet	7530-02-000-9126	PO	SH	RET	MDCIWB	N/A
PS 3925	10/89	10/89	Daily Address Information Operations Analysis	7530-02-000-9129	CD	SH	O	MDCIWB	N/A
PS 3930	10/08	10/08	Operations Analysis	7530-02-000-9035	PO	SH	RET	MDCIWB	N/A
PS 3956	3/88	3/83	Authorization for Medical Attention (2-part set)	7530-02-000-9131	PS	SE	ERM	MDCIWB	N/A
PS 3958	2/07	2/07	Unit Reserve Stock Stamp Transaction Record	7530-02-000-9132	PO	SH	FIN	MDCIWB	N/A
PS 3959	5/15	5/15	Stamp Stock Transactions and Daily Recap	7530-02-000-9133	CA	EA	FIN	IWEB	N/A
PS 3968	11/97	11/97	Daily Mail Collection Record	7530-02-000-9135	PS	SH	O	MDCIWB	N/A
PS 3970-D	1/13	1/13	Leave Sharing Program: Request to Donate Leave	7530-02-000-7242	PS	EA	LR	IWEB	N/A
PS 3970-R	8/99	8/99	Request to Receive Donated Leave	7530-02-000-7243	PS	SH	ERM	MDCIWB	N/A
PS 3970-T	11/91	11/91	Donated Leave Transfer	7530-02-000-7244	PS	SH	ERM	MDCIWB	N/A
PS 3971	7/21	7/21	Request for or Notification of Absence	7530-02-000-9136	PS	PD	FIN	MDCIWB	N/A
PS 3972	11/22	11/22	Leave Year 2023 Absence Analysis	7530-02-000-9137	PS	EA	LR	MDCIWB	N/A
PS 3973	11/85	11/85	Military Leave Control	7530-02-000-9138	PS	SH	ERM	MDCIWB	N/A
PS 3974	3/97	11/79	Verification of Distribution Performed	7530-02-000-9139	PO	SH	O	MDCIWB	N/A
PS 3977	5/07	5/07	Duplicate Key, Combination, and Password Envelope	7530-02-000-9140	PO	EA	FIN	MDC	N/A
PS 3978-B	8/80	8/80	Parcel Distribution	7530-02-000-9142	CR	SH	O	MDCIWB	N/A
PS 3978-D	9/93	8/80	Accountable Mail	7530-03-000-3760	CR	SH	MSS	MDC	N/A
PS 3979	4/08	4/08	Weingarten Rule	7530-11-000-0526	PS	EA	LR	MDC	N/A
PS 3981	12/86	12/86	Standard Roster	7530-02-000-9147	PO	SH	FIN	MDCIWB	N/A
PS 3982	4/05	4/05	Changes of Address (card)	7530-02-000-9148	PO	EA	O	MDC	N/A
PS 3982-R	1/08	1/08	Do Not Deliver "Boxholder": Mailings From These Mailers	7530-10-000-6478	PS	EA	DEL	MDCIWB	N/A
PS 3993	4/89	11/72	Delivery Services Comparative Cost Analysis	7530-02-000-9150	AR	SH	O	MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 3996	11/97	11/97	Carrier-Auxiliary Control (pad/100)	7530-02-000-9151	PO	PD	O	MDCIWB	N/A
PS 3997	11/97	11/97	Unit Daily Record	7530-02-000-9152	CR	SH	O	MDCIWB	N/A
PS 3998	11/97	11/97	Unit Summary of City Delivery Assignments	7530-02-000-9153	CR	SH	O	MDCIWB	N/A
PS 3999	11/97	11/97	Inspection of Letter Carrier Route	7530-02-000-9154	PO	SH	O	MDCIWB	N/A
PS 3999-A	7/89	7/89	Deliveries/Inspection Record — Worksheet	7530-02-000-9155	PO	SH	O	MDCIWB	N/A
PS 3999-B	11/97	11/97	Inspection of Collection Route	7530-02-000-9156	PO	SH	O	MDCIWB	N/A
PS 4000	1/06	1/06	Postage Statement — International Commercial Packages — Permit Imprint	N/A	PO	SH	MSS	IWEB	WWW
PS 4000-A	6/13	6/13	Retail Lobby Observation	N/A	CD	EA	CR	IWEB	N/A
PS 4000-B	5/20	5/20	Employee Observation	N/A	CD	EA	COO	IWEB	N/A
PS 4003	7/18	7/18	Official Rural Route Description	7530-02-000-9157	CR	EA	NET	IWEB	N/A
PS 4003-A	3/87	12/72	Official Rural Route Description (continuation, 4-part set)	7530-02-000-9158	CR	SE	O	MDC	N/A
PS 4004-C	4/20	4/20	Customized Packaging Business Case	N/A	CD	EA	CMO	IWEB	N/A
PS 4006-X	1/86	1/86	Window Automation System Change Request	7530-03-000-0926	CD	SH	MSS	HQO	N/A
PS 4007-X	4/86	4/86	Window Automation System Problem Report (3-part set)	7530-03-000-0927	CD	SE	MSS	HQO	N/A
PS 4010	1/02	1/02	Request for Postage Meter Keys	N/A	PO	SH		IWEB	N/A
PS 4012	2/88	6/81	Brief of Rural Route Changes	7530-03-000-3725	CD	SH	O	MDCIWB	N/A
PS 4015-A	2/09	2/09	Rural Carrier Agreement to Use Annual Leave Pursuant to Election of Higher Route Classification	7530-03-000-3726	CR	SH	LR	IWEB	N/A
PS 4015-B	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9161	PS	SH	LR	MDCIWB	N/A
PS 4015-C	2/09	2/09	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9162	CR	SH	LR	IWEB	N/A
PS 4015-D	9/98	9/98	Rural Carrier Agreement to Terminate Guarantee	7530-02-000-9163	PS	SH	LR	MDCIWB	N/A
PS 4015-E	2/09	2/09	Rural Carrier Agreement to Use Annual Leave Earned to Reduce Actual Work Hours	7530-02-000-9164	CR	SH	LR	IWEB	N/A
PS 4015-F	2/09	2/09	Rural Carrier Agreement to Use Annual Leave Earned to Obtain Protected Salary	7530-02-000-9165	CR	SH	LR	IWEB	N/A
PS 4024	9/93	4/86	Request to Repair Roads	7530-02-000-9166	PO	SH	O	MDCIWB	N/A
PS 4027	9/88	10/81	Petition for Change in Rural Delivery	7530-02-000-9167	CR	SH	O	MDCIWB	WWW
PS 4052	5/99	5/99	Notice to Customer of Correct Address	7530-02-000-9168	CR	SH	O	MDCIWB	N/A
PS 4056	2/91	9/87	Your Mailbox Needs Attention (pad/100)	7530-02-000-9169	PO	PD	O	MDCIWB	N/A
PS 4056-A	12/91	12/91	Your Mailbox Needs Attention (Spanish) (pad/100)	7530-02-000-9170	PO	PD	O	MDC	N/A
PS 4082	10/95	10/95	External Inspection Checklist — Cast Iron Boiler	7530-02-000-9172	AR	SH	FAC	MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4085	9/84	9/84	External Inspection Checklist — Fire Tube Boiler	7530-02-000-9175	AR	SH	FAC	MDCIWB	N/A
PS 4089	7/93	4/81	Inspection Checklist — Direct Plunger Oil Hydraulic Elevator (Uncounter weighted) (4 pages)	7530-02-000-9179	AR	EA	FAC	MDCIWB	N/A
PS 4206	1/86	1/86	Certification of Relocation in Decent, Safe, and Sanitary Housing	7530-02-000-9182	AR	SH	FAC	MDCIWB	N/A
PS 4207	3/96	3/96	Claim for Tenant Business Relocation	7530-02-000-9183	PS	SH	FAC	MDCIWB	N/A
PS 4208	3/96	3/96	Claim for Residential Tenant Relocation	7530-02-000-9184	PS	SE	FAC	HQO, MDCIWB	N/A
PS 4209	2/87	2/87	Project Authorization	7530-02-000-9185	AR	SH	FIN	MDCIWB	N/A
PS 4211	10/95	10/95	Facility and Fixed Mechanization Project Contract Commitment Order	7530-02-000-9186	PS	SH	FAC	FMS	N/A
PS 4211-A	10/89	10/89	Facility and Fixed Mechanization Project Contract Payment Authorization	7530-02-000-9200	AR	SH	FIN	MDCIWB	N/A
PS 4211-B	10/89	2/87	Invoice and Payment Authorization (Facility and Fixed Mechanization Contract)	7530-02-000-9201	PS	SH	FIN	MDCIWB	N/A
PS 4223	2/74	2/74	Computation of Distribution Standard — Letter Mail	7530-03-000-0928	PS	SH	O	HQO	N/A
PS 4232	3/10	3/10	Rural Customer Delivery Instructions	7530-03-000-9022	PO	EA	DEL	MDCIWB	WWW
PS 4232-S	5/95	5/95	Rural Customer Delivery Instructions (Spanish)	7530-03-000-4635	CR	EA	O	MDC	N/A
PS 4239	1/09	1/09	Rural Route Count of Mail	7530-02-000-9205	CR	EA	DEL	MDCIWB	N/A
PS 4240	5/16	5/16	Rural Carrier Trip Report	7530-02-000-9206	CR	SH	DEL	IWEB	N/A
PS 4241	7/12	7/12	Rural Delivery Statistics Report	7530-02-000-9207	CR	EA	MSS	IWEB	N/A
PS 4241-A	2/05	2/05	Rural Route Evaluation	7530-03-000-0935	SC	SH	DEL	LOC	N/A
PS 4241-M	7/12	7/12	Rural Route Evaluation Worksheet	N/A	N/A	SH	DEL	IWEB	N/A
PS 4241-X	5/95	5/95	Rural Delivery Statistics Summary Report	7530-03-000-0936	CR	SH	O	MDC	N/A
PS 4245	3/96	3/88	Carrier's Statement (envelope)	7530-02-000-9211	CR	EA	O	MDC	N/A
PS 4248	1/09	1/09	Rural Route Inspection Report	7530-02-000-9212	CR	EA	O	MDC	N/A
PS 4309	10/95	10/95	Master Inventory Log	7530-03-000-0940	HQ	SH	MSS	LOC	N/A
PS 4310	10/95	10/95	Mail Recovery Center Parcel Report	7530-03-000-0941	BC	SH	RET	LOC, MDCIWB	N/A
PS 4314-A	2/95	3/85	Consumer Service Card (Spanish) (4-part set)	7530-02-000-9214	PO	SE	RET	MDC	P/F
PS 4314-F	1/95	12/90	Consumer Service Card (pinfed)	7530-02-000-8145	PO	SE	RET	MDC	N/A
PS 4315	7/89	4/85	Evaluation of Routes for Motorization	7530-02-000-9216	CR	SH	O	MDC	N/A
PS 4326	5/93	12/90	National Five-Digit ZIP Code & Post Office Directory Order (3-part set)	7530-02-000-9217	AO	SE	IMAQ	MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4403	6/91	6/91	Authorization for BMC Entry (Second-Class Publications)	7530-02-000-9219	PO	SH	PRI	MDCIWB	N/A
PS 4410	5/03	5/03	Authorization for BMC Acceptance (Third/Fourth-Class Bulk Mailings)	7530-02-000-9220	BC	SH	PRI	MDCIWB	N/A
PS 4455	1/77	1/77	Spotter Tractor Log (pad/100)	7530-02-000-9224	BC	PD	O	MDCIWB	N/A
PS 4460	3/82	3/82	Vehicle Record/Trip Ticket (card)	7530-03-000-0944	BC	EA	O	MDC	N/A
PS 4503	1/10	1/10	Vehicle Delivery Control Sheet	7530-02-000-9111	HQ	SH	FIN	IWEB	N/A
PS 4508	3/83	3/83	Vehicle Maintenance Facility Inventory Order (5-part set)	7530-02-000-9226	VM	SE	O	MDCIWB	N/A
PS 4508-A	11/85	9/83	Vehicle Maintenance Facility Inventory Order (4-part set)	7530-02-000-9227	VM	SE	O	MDCIWB	N/A
PS 4509	6/91	6/91	VMF Inventory Purchase (keypunch)	7530-02-000-9228	VM	SH	O	MDCIWB	N/A
PS 4513	4/88	1/85	Scheduled/Unscheduled Maintenance Record	7530-02-000-9230	VM	SH	O	MDCIWB	N/A
PS 4513-A	5/89	12/84	Scheduled/Unscheduled Shop Maintenance Record	7530-02-000-9231	VM	SH	O	MDCIWB	N/A
PS 4515	1/04	1/04	Vehicle Request, Review and Approval	7530-02-000-9232	PS	SH	DEL	MDCIWB	N/A
PS 4523	8/95	10/87	Damage Claim Certification — Hired Vehicle (4-part set)	7530-02-000-9235	PO	SE	O	MDC	N/A
PS 4528	8/04	8/04	Vehicle Defect or Deficiency Report	7530-07-000-1174	VM	SH	DEL	MDCIWB	N/A
PS 4529	6/93	6/93	Inventory/Parts Tools	7530-02-000-9239	PS	EA	O	MDC	N/A
PS 4530	5/71	5/71	Record of Physical Inventory	7530-02-000-9240	VM	SH	O	MDCIWB	N/A
PS 4533	3/87	2/74	MVS Schedule	7530-02-000-9241	CA	SH	O	MDCIWB	N/A
PS 4536	1/89	10/76	Trailer Loading Record (tag)	7530-02-000-9243	CA	EA	O	MDC	N/A
PS 4538	4/72	4/72	No Value Item (tag)	7530-02-000-9244	VM	EA	O	MDC	N/A
PS 4539	9/98	9/98	Railroad Van Movement Log	7530-02-000-9245	CA	SH	O	MDC	N/A
PS 4541	7/94	3/87	Order-Invoice for Vehicle Repair (Commercial Work Order) (5-part set)	7530-02-000-9246	VM	SE	O	MDCIWB	N/A
PS 4543	8/90	2/88	Vehicle Maintenance Work Order (card)	7530-02-000-9247	VM	EA	O	MDCIWB	N/A
PS 4546-A	3/98	3/98	Preventive Maintenance Inspection Guidelines — Administrative Vehicles	7530-04-000-5149	VM	SH	O	MDCIWB	N/A
PS 4546-B	3/98	3/98	Preventive Maintenance Inspection Guidelines — Light Delivery Vehicles	7530-04-000-5150	VM	SH	O	MDCIWB	N/A
PS 4546-C	3/98	3/98	Preventive Maintenance Inspection Guidelines — Intermediate Delivery Vehicles	7530-04-000-5151	VM	SH	O	MDCIWB	N/A
PS 4546-D	3/98	3/98	Preventive Maintenance Inspection Guidelines — Cargo Vans	7530-04-000-5152	VM	SH	O	MDCIWB	N/A
PS 4546-E	3/98	3/98	Preventive Maintenance Inspection Guidelines — Tractors	7530-04-000-5153	VM	SH	O	MDCIWB	N/A



PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4546-F	3/98	3/98	Preventive Maintenance Inspection Guidelines — Trailers	7530-04-000-5154	VM	SH	O	MDCIWB	N/A
PS 4564	2/99	2/99	Postal Vehicle Accident Register	7530-02-000-9248	VM	SH	O	MDC	N/A
PS 4564-A	9/79	9/79	Non-Vehicle Accident Register	7530-02-000-9249	VM	SH	O	MDC	N/A
PS 4565	6/84	6/84	Vehicle Repair Tag (3-part set)	7530-02-000-9250	VM	SE	O	MDC	N/A
PS 4567	7/89	9/87	Commercial Service Station Procurement Record	7530-02-000-9252	VM	SH	O	MDC	N/A
PS 4568	10/00	10/00	Postal Equipment Problem Feedback	7530-02-000-9270	PS	SH	ENG	MDCIWB	N/A
PS 4569	4/87	1/72	Vehicle Use Plan	7530-02-000-9271	VM	SH	O	MDC	N/A
PS 4570	4/09	4/09	Vehicle Time Record	7530-02-000-9272	CR	EA	DEL	MDCIWB	N/A
PS 4572	5/87	5/87	Tractor Log (card)	7530-02-000-9273	CA	EA	O	MDCIWB	N/A
PS 4574	1/84	9/81	Daily Record of Gasoline, Diesel Fuel, and Motor Oil Issued	7530-02-000-9275	VM	SH	O	MDCIWB	N/A
PS 4575	11/79	11/79	MVS Vehicle Survey (card)	7530-02-000-9276	CA	EA	O	MDC	N/A
PS 4575-A	12/87	11/85	Five Day Summary — Motor Vehicle Service Vehicle Utilization	7530-02-000-9277	VM	SH	O	MDC	N/A
PS 4577	11/87	2/80	Leased Vehicle Condition Report (4-part set)	7530-02-000-9278	VM	SE	O	MDCIWB	N/A
PS 4583	2/90	1/86	Physical Fitness Inquiry for Motor Vehicle Operators (2-part set)	7530-02-000-9281	PS	SE	ERM	MDC	N/A
PS 4584	11/15	11/15	Observation of Driving Practices	7530-02-000-9282	PS	EA	ERM	IWEB	N/A
PS 4584-P	9/09	9/09	Observation of Driving Practices — Powered Industrial Trucks (PITs)	7530-13-000-0129	PS	SH	ERM	MDCIWB	N/A
PS 4584-T	12/19	12/19	Observation of Driving Practices (For Tractors Only)	7530-18-000-5768	PS	EA	ERM	MDCIWB	N/A
PS 4587	9/09	9/09	Request to Repair, Replace, or Dispose of Postal Service–Owned Vehicle	7530-02-000-9285	PS	SH	FIN	IWEB	N/A
PS 4588	7/07	7/07	Observation of Work Practices — Delivery Services	7530-10-000-6298	PS	SH	ERM	IWEB	N/A
PS 4589	7/07	7/07	Observation of Work Practices — General	7530-10-000-6299	PS	SH	ERM	IWEB	N/A
PS 4594	11/77	11/77	Vehicle Sales Request and Report	7530-02-000-9286	VM	SH	O	MDCIWB	N/A
PS 4595	7/98	7/98	Sale-Purchase Agreement (Vehicles)	7530-02-000-9287	SO	SH	O	MDCIWB	N/A
PS 4597	8/08	8/08	Issuance of Tool Kit — Auto Mechanic/Technician	7530-02-000-9288	VM	SH	DEL	IWEB	N/A
PS 4600	4/14	4/14	Driver Notification and Certificate of Compliance	7530-02-000-9112	PS	SH	DEL	IWEB	N/A
PS 4601	4/14	4/14	Pre-Employment Statement for Commercial Drivers	N/A	PS	EA	LR	IWEB	N/A
PS 4602	4/14	4/14	Release of Information Form: 49 CFR Part 40 Drug and Alcohol Testing	N/A	PS	EA	LR	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4615	10/21	10/21	PACT Act Application for Business or Regulatory Purposes Exception — Cigarettes and Smokeless Tobacco	N/A	PS	EA	CMO	IWEB	WWW
PS 4615-E	10/21	10/21	PACT Act Application for Business or Regulatory Purposes Exception — ENDS	N/A	PS	EA	CMO	IWEB	WWW
PS 4615-EM	10/21	10/21	Mailer Information Worksheet for PS Form 4615-E (PACT Act — ENDS)	N/A	PS	EA	CMO	IWEB	WWW
PS 4615-ER	10/21	10/21	Recipient Information Worksheet for PS Form 4615-E (PACT Act — ENDS)	N/A	PS	EA	CMO	IWEB	WWW
PS 4616	10/21	10/21	PACT Act Application for Consumer Testing or Public Health Exception	N/A	PS	EA	CMO	IWEB	WWW
PS 4617	7/88	7/88	Communication Service Authorization	7530-03-000-0949	HQ	SH	IT	HQO	N/A
PS 4625	2/80	2/80	Mounted Tires and Batteries Authorized for Fleet Use	7530-02-000-9290	VM	SH	O	MDCIWB	N/A
PS 4626	5/81	5/81	Vehicle Fuel and Motor Oil Purchase Record	7530-02-000-9291	VM	SH	O	MDCIWB	N/A
PS 4636	2/96	2/96	Postmarking Dies and Engraved Station Die Hubs Requisition	7530-02-000-9293	PS	SH	SM	MDCIWB	N/A
PS 4703	4/84	4/84	Out of Order (trailer tag)	7530-02-000-9299	PS	EA	O	MDC	N/A
PS 4705	5/75	5/75	Inspection Tag	7530-02-000-9300	PS	EA	ENG	MDC	N/A
PS 4706	6/74	6/74	Equipment Deficiency Punch List Item (tag)	7530-03-000-0951	CE	EA	ENG	HQO	N/A
PS 4707	8/91	8/91	Out of Order (tag)	7530-02-000-9301	PS	EA	ENG	MDC	N/A
PS 4772-A	5/88	10/75	Motor Record (card)	7530-02-000-9309	CA	EA	ENG	MDCIWB	N/A
PS 4774	5/94	2/77	Equipment Breakdown Investigation Report	7530-02-000-9311	PS	SH	O	MDCIWB	N/A
PS 4775	8/98	8/98	Work Order Register	7530-02-000-9312	PS	SH	ENG	MDCIWB	N/A
PS 4776	2/03	2/03	Preventive-Custodial Maintenance Route	7530-02-000-9313	PS	SH	ENG	MDCIWB	N/A
PS 4777	2/03	2/03	Maintenance Checklist	7530-02-000-9314	PS	SH	ENG	MDCIWB	N/A
PS 4783	8/98	8/98	Maintenance Control Supply Room Inventory Record	7530-02-000-9317	PS	SH	ENG	MDCIWB	N/A
PS 4794	10/78	10/78	Unserviceable/Repairable (tag)	7530-02-000-9322	PS	EA	ENG	MDC	N/A
PS 4795	10/72	10/72	Serviceable (tag)	7530-02-000-9323	PS	EA	ENG	MDC	N/A
PS 4800	8/98	8/98	Parts/Supplies Issue Slip — Stocked Items	N/A	PS	SH	ENG	MDCIWB	N/A
PS 4805	6/98	6/98	Maintenance Work Order Request	7530-02-000-9330	PS	EA	ENG	MDCIWB	N/A
PS 4812	1/86	1/86	High Voltage Equipment Lockout Tag	7530-02-000-9337	PS	EA	ENG	MDC	N/A
PS 4813	10/93	6/86	Elevator Data Card	7530-02-000-9338	PS	SH	ENG	MDC	N/A
PS 4813-A	9/84	9/84	Pressure Vessel Data Card	7530-02-000-9360	PS	EA	ENG	MDCIWB	N/A
PS 4816	3/76	3/76	Letter Sorting Machine Daily Down Time	7530-02-000-9363	CA	SH	O	MDC	N/A
PS 4820	8/92	10/90	Parts/Supplies Issue Slip (Non-Stocked Locally Repaired Items)	7530-02-000-9365	PS	SH	ENG	MDCIWB	N/A

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PS 4830-A	8/12	8/12	BRM Hold Placard — Fees Not Paid	N/A	PO	EA	DOM	IWEB	N/A
PS 4830-AIF	8/12	8/12	BRM Hold Placard — Insufficient Funds	N/A	PO	EA	DOM	IWEB	N/A
PS 4830-B	2/12	2/12	BRM Hold Placard — Not Processed	N/A	PO	EA	DOM	IWEB	N/A
PS 4830-C	8/12	8/12	BRM Hold Placard — Mail Invoiced	N/A	PO	EA	DOM	IWEB	N/A
PS 4830-D	8/12	8/12	BRM Hold Placard — Mail Not Invoiced	N/A	PO	EA	DOM	IWEB	N/A
PS 4838	10/88	4/75	Repair and Alteration History	7530-02-000-9370	PO	SH	FAC	MDCIWB	N/A
PS 4841	8/87	4/83	Fuel and Utilities Record	7530-03-000-9265	PO	SH	ENG	MDCIWB	N/A
PS 4846	3/85	3/85	Low Pressure Heating Boiler Operating Log (Steam)	7530-02-000-9374	PS	SH	ENG	MDCIWB	N/A
PS 4846-A	3/85	3/85	Low Pressure Heating Boiler Operating Log (Hot Water)	7530-02-000-9375	PS	SH	ENG	MDCIWB	N/A
PS 4851	11/82	11/82	Housekeeping Inspection	7530-02-000-9376	PS	SH	ENG	MDCIWB	N/A
PS 4852	4/88	8/87	Workload Analysis and Summary	7530-02-000-9377	CA	SH	ENG	MDCIWB	N/A
PS 4862	11/95	10/86	Scale Out of Tolerance	7530-02-000-9380	PS	EA	ENG	MDC	N/A
PS 4871	5/97	5/97	Relocation — Miscellaneous Expense Allowance Claim	7530-02-000-9383	PS	SH	FIN	MDCIWB	N/A
PS 4872	6/97	6/97	Claim for Subsistence Expenses — Temporary Quarters	7530-02-000-9384	PS	SH	FIN	MDCIWB	N/A
PS 4872-P	9/88	9/88	PCES Claim for Subsistence Expenses — Temporary Quarters	7530-02-000-7487	HQ	SH	FIN	MDCIWB	N/A
PS 4877	6/97	6/97	Reimbursement of Real Estate Expenses — Change of Official Station	7530-02-000-9385	PS	EA	FIN	MDCIWB	N/A
PS 4878	3/89	3/89	Calculation of Taxable Reimbursement — Grossing Up Allowance	7530-01-000-9903	PS	EA	FIN	HQO	N/A
PS 4879	9/98	9/98	Certification Statement — Claim for Relocation Income Tax Allowance	7530-01-000-9904	PS	SH	FIN	MDCIWB	N/A
PS 4902	1/83	1/83	Historic, Architectural & Archeological Significance Survey (4 pages)	7530-02-000-9394	CE	SH	FAC	MDC	N/A
PS 4909	6/85	6/85	Findings of Fact for Contract Modifications	7530-03-000-0956	AR	SH	SM	HQO	N/A
PS 4911	10/95	10/95	Mail Recovery Center Letter Report	7530-03-000-0957	PO	SH	CA	LOC, MDCIWB	N/A
PS 4916	8/88	3/71	Auction Purchase Receipt	7530-02-000-9397	PO	SH	DEL	HQO	N/A
PS 4920	7/11	7/11	Discontinuance Feasibility Study Survey	7530-02-000-7488	PS	EA	DEL	IWEB	N/A
PS 4943	1/89	9/86	Locker Record (3-part set)	7530-02-000-9401	PS	SE	ERM	MDCIWB	N/A
PS 4984	6/01	6/01	Repair Parts Requisition	7540-00-000-0456	PS	SH	SM	MDCIWB	N/A
PS 4990	6/71	6/71	Operating Log for Reciprocating Type Refrigeration Machines (Cooling Season)	7530-02-000-9404	PO	SH	SM	MDCIWB	N/A
PS 4994	1/83	1/83	Operating Log for Centrifugal Refrigeration Plants	7530-02-000-9405	PS	SH	ENG	MDCIWB	N/A
PS 5000	3/89	3/89	A-E Pre-Screening Form	7530-02-000-9409	CE	SH	SM	MDCIWB	N/A

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PS 5002	5/82	5/82	Construction Contractor Performance Evaluation	7530-03-000-0963	CE	SH	SM	HQO	N/A
PS 5006	1/13	1/13	Solicitud Para Envio de Dinero (Payment Order Application for Dinero Seguro)	7530-03-000-8649	PO	EA	GB	MDCIWB	P/F
PS 5010	3/97	3/97	Dinero Seguro Clerk Observation Evaluation	7530-03-000-8648	CE	SH	MSS	MDCIWB	N/A
PS 5011	3/01	3/01	Training Confirmation Sure Money/Dinero Seguro	N/A	PO	SH	FIN	IWEB	N/A
PS 5034	11/80	11/80	ZMT Individual Performance Record	7530-03-000-3748	PO	SH	PRI	MDCIWB	N/A
PS 5035	1/91	12/79	Overweight Sack	7530-02-000-9413	PO	SH	PRI	MDC	N/A
PS 5041	7/86	6/81	Storage Car and Van Check Sheet	7530-02-000-9414	PO	SH	O	MDCIWB	WWW
PS 5049	2/88	2/88	Mail Found in Supposedly Empty Equipment	7530-02-000-9415	PO	SH	O	MDC	N/A
PS 5052	3/13	3/13	Printer Certification Submission	N/A	NCS	SH	IT	IWEB	WWW
PS 5053	4/13	4/13	Bulk Proof of Delivery Application	N/A	CD	SH	COO	IWEB	WWW
PS 5111	7/22	7/22	Address Information System (AIS) Viewer Order Form	N/A	NCS	SH	IMAQ	IWEB	WWW
PS 5111-R	1/16	1/16	Revenue Protection Placard (self-adhesive label)	7530-02-000-9437	PS	EA	PRI	MDCIWB	N/A
PS 5113	1/13	1/13	Barcode Certification Customer Application	N/A	NCS	SH	IMAQ	IWEB	WWW
PS 5114	1/13	1/13	Barcode Certification Printer Submission Form	N/A	NCS	SH	IMAQ	IWEB	WWW
PS 5115	1/13	1/13	AEC Web Access Request Form	N/A	NCS	SH	IMAQ	IWEB	WWW
PS 5116	8/21	8/21	Electronic Product Fulfillment Web Access Request Form	N/A	NCS	EA	IMAQ	IWEB	WWW
PS 5118	10/18	10/18	County Project Web Access Request Form	N/A	NCS	EA	IMAQ	IWEB	WWW
PS 5139	6/03	6/03	Non-Postal Service Temporary Employee	7530-01-000-9721	AR	EA	SM	MDCIWB	N/A
PS 5140	6/03	6/03	Non-Postal Service Contractor Employee	7530-01-000-9722	PS	EA	SM	MDCIWB	N/A
PS 5179	8/98	8/98	Notification/Record of Mail Irregularity	7530-02-000-9440	PO	SE	O	MDC	N/A
PS 5186	1/88	1/88	Mail Movement Routing Instructions (book/100)	7530-02-000-9441	TO	BK	SM	MDC	N/A
PS 5201	9/16	9/16	Mail Van and Trailer Inspection	7530-02-000-9442	PV	SH	NET	MDCIWB	N/A
PS 5210	6/04	6/04	Official Case File — US Postal Inspection Service	7530-07-000-0895	IC	EA	IS	R	N/A
PS 5257	2/88	12/80	Damaged Mail Report (pad/50)	7530-02-000-9443	PO	PD	O	MDC	N/A
PS 5313	2/87	6/74	Inspection Service Photobacker (8 labels/sheet)	7530-02-000-9455	IC	SH	IS	MDC	N/A
PS 5397	2/87	9/84	Contract Route Extra Trip Authorization (4-part set)	7530-02-000-9458	PS	SE	SM	MDCIWB	N/A
PS 5397-A	12/93	3/88	Contract Route Extra Trip Authorization (4-part continuous)	7530-02-000-9459	BC	CTN	O	MDC	N/A
PS 5398	2/79	2/79	Transportation Performance Record	7530-02-000-9460	PS	SH	O	MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5398-A	9/92	9/92	Contract Route Vehicle Record (3-part set)	7530-02-000-9198	PS	SE	SM	MDC	N/A
PS 5399	6/06	6/06	Contract Route Performance Record	7530-02-000-9199	PS	SH	SM	IWEB	N/A
PS 5401	6/19	6/19	Documentation to Establish a Delivery ZIP Code	N/A	PS	SH	IMAQ	IWEB	N/A
PS 5402	6/08	6/08	Documentation to Establish a Post Office Box ZIP Code	N/A	PS	SH	IMAQ	IWEB	N/A
PS 5403	6/08	6/08	Documentation to Establish a Shared ZIP Code	N/A	PS	SH	IMAQ	IWEB	N/A
PS 5404	6/08	6/08	Documentation to Establish a Unique ZIP Code	N/A	PS	SH	IMAQ	IWEB	N/A
PS 5406	2/08	2/08	Contract Delivery Service Route Survey	7530-02-000-9253	PS	SH	SM	IWEB	N/A
PS 5407	2/09	2/09	Highway Contract Route	7530-02-000-9464	PS	EA	SM	IWEB	N/A
PS 5408-X	2/08	2/08	Box Delivery Contract Route Survey	N/A	PS	SH	SM	IWEB	N/A
PS 5420	12/91	12/91	Certificate of Insurance (5-part set)	7530-02-000-9465	PS	SE	SM	MDC	N/A
PS 5427	4/03	4/03	Contract Route Review and Award	7530-02-000-9466	PS	SH	SM	MDCIWB	N/A
PS 5427-A	4/03	4/03	Contract Route Review (Renewal)	7530-02-000-7317	PS	SH	SM	MDCIWB	N/A
PS 5429	7/07	7/07	Certification of Exceptional Contract Service Performed	7530-02-000-9467	PS	SE	SM	MDCIWB	N/A
PS 5431	4/88	3/79	Contract Route Box Customer Notice	7530-02-000-9468	PS	SH	O	MDCIWB	N/A
PS 5436-S	10/88	10/88	Inquiry of Prospective Bidders (Spanish)	7530-03-000-0968	DN	SH	SM	HQO	N/A
PS 5443	12/91	12/91	Contract Route Statement, Schedule and Specifications	7530-02-000-9470	PS	EA	SM	MDCIWB	N/A
PS 5443-A	12/91	12/91	Continuation Route Statement — Schedule and Specifications (continuation)	7530-02-000-7420	PS	EA	O	MDCIWB	N/A
PS 5466	6/05	6/05	Late Slip (book/25 4-part sets)	7530-02-000-9472	DN	SE	NET	MDC	N/A
PS 5472	4/06	4/06	Pre-Award Questionnaire & Assets and Liabilities Statement	7530-02-000-9254	PS	SH	SM	MDCIWB	N/A
PS 5500	9/08	9/08	Contract Route Irregularity Report	7530-02-000-9476	PO	SE	NET	MDCIWB	N/A
PS 5505	10/93	10/93	Cost Evaluation Postal Vehicle Service versus Contract Service	7530-02-000-9478	PS	SH	SM	MDC	N/A
PS 5541	7/13	7/13	Pickup Service Statement — Priority Mail Express, Global Express Guaranteed, Priority Mail, or Standard Post	7530-01-000-9723	PU	EA	DOM	MDCIWB	WWW
PS 5541-C	7/13	7/13	Pickup Service Statement — Priority Mail Express, Global Express Guaranteed, Priority Mail, or Standard Post (3-part continuous, pinfed)	7530-02-000-7489	PS	SE	MSS	MDC	N/A
PS 5542	7/13	7/13	Scheduled Pickup on Demand Service Agreement	N/A	PS	EA	DOM	IWEB	N/A

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PS 5543	7/13	7/13	No Fee Pickup Service Agreement	N/A	PO	EA	MSS	IWEB	WWW
PS 5544	7/13	7/13	Pickup Services Escalation Form	N/A	PS	EA	MSS	IWEB	N/A
PS 5545	7/13	7/13	Customer Pickup Services Request	N/A	PS	EA	MSS	IWEB	N/A
PS 5555-ACH	11/15	11/15	CPU (ACH) Write-In Stamp Order Form	0000-00-000-0000	PS	EA	GR	IWEB	WWW
PS 5555-CC	11/15	11/15	CPU (Credit Card) Write-In Stamp Order Form	0000-00-000-0000	PS	EA	GR	IWEB	WWW
PS 5603	9/99	9/99	Address File Standardization on Diskette	7530-02-000-9255	PS	EA	O	NCS	N/A
PS 5626	3/01	3/01	Global Express Mail Service – Delivery Receipt for Inbound EMS Service	7530-02-000-9933	AE	RL	NET	MDC	N/A
PS 5630	11/18	11/18	Shipment Confirmation Acceptance Notice	7530-08-000-4335	PO	EA	MSS	IWEB	N/A
PS 5631	2/95	5/92	Express Mail Custom Designed Service Agreement	7530-02-000-9484	PO	EA	MSS	EPM	N/A
PS 5634-I	7/79	7/79	Incoming Express Mail Service Schedule Log	7530-02-000-9485	PS	SH	MSS	EPM	N/A
PS 5634-O	3/95	3/95	Express Mail Outgoing Log	7530-02-000-9486	PS	SH	MSS	EPM	N/A
PS 5639	7/13	7/13	USPSCA Application and Payment Authorization Form	7530-02-000-9488	STF	SH	BMEP	IWEB	WWW
PS 5659	1/22	1/22	Daily Passport Application (DS-11) Transmittal	7530-02-000-9490	PO	SH	RET	MDCIWB	N/A
PS 5674	1/91	12/88	EMS Express Mail International Service Manifest (3-part set)	7530-02-000-9511	AM	SE	O	MDC	N/A
PS 5700	3/09	3/09	Postal Bulletin Subscription Order Form	N/A	STF	SH	CC	IWEB	WWW
PS 5800-A	11/76	11/76	Mail Flow Density Projections	7530-02-000-9513	CA	SH	O	MDC	N/A
PS 5802	3/80	3/80	MOD P.O. Operation Validity Transaction Worksheet	7530-03-000-0974	SD	SH	O	HQO	N/A
PS 5938	10/85	10/85	Promotion Report	N/A	PS	SH	ERM	IWEB	N/A
PS 5956-EAS	3/14	3/14	EAS Non-Supervisory Employee Probationary Period Report	N/A	PS	EA	ERM	IWEB	N/A
PS 5956-EXE	3/14	3/14	Executive Employee Probationary Period Report	N/A	PS	EA	ERM	IWEB	N/A
PS 5956-MFP	1/18	1/18	Management Foundations Program Probationary Period Report	N/A	PS	EA	ERM	IWEB	WWW
PS 5956-MGR	3/14	3/14	EAS Managerial Employee Probationary Period Report	N/A	PS	EA	ERM	IWEB	N/A
PS 5956-SUP	3/14	3/14	EAS Supervisory Employee Probationary Period Report	N/A	PS	EA	ERM	IWEB	N/A
PS 5957	5/22	5/22	Requirement-by-Applicant Matrix	N/A	PS	EA	HR	IWEB	N/A
PS 5980	11/16	11/16	Treatment Verification for Wounded Warriors Leave	N/A	PS	EA	HR	IWEB	WWW
PS 5994	8/83	8/83	Payment Adjustment Authorization for Railroad Service Performed (4-part set)	7530-03-000-8962	AR	SE	SM	MDC	N/A
PS 6001	6/18	6/18	Application for CAPS Account	N/A	PS	EA	BMEP	IWEB	WWW

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 6002	5/15	5/15	Accounts and Services To Be Paid Through CAPS	N/A	PS	EA	MSS	IWEB	WWW
PS 6003	8/12	8/12	CAPS Electronic Funds Transfer Authorization Agreement	N/A	PS	EA	MSS	IWEB	WWW
PS 6011	4/06	4/06	Agreement for Acceptance of Food	7530-08-000-4300	PO	SH	CA	MDCIWB	P/F
PS 6012	12/17	12/17	Operation Santa Letter (Organization)	7530-09-000-9179	PO	SH	CC	IWEB	WWW
PS 6012-A	12/17	12/17	Operation Santa Letter (Organization) Record of Letter(s) Received by Individuals	7530-10-000-6311	PO	SH	CC	MDCIWB	WWW
PS 6012-I	12/17	12/17	Operation Santa Letter (Individual)	7530-09-000-9209	PO	SH	CC	IWEB	WWW
PS 6014	6/08	6/08	Certification of Move/ Update Compliance	N/A	PO	SH	IMAQ	IWEB	WWW
PS 6015	8/08	8/08	Nonprofit Database Change Request	N/A	PO	EA	PRI	IWEB	N/A
PS 6019	1/83	1/83	Military Post Office (MPO) Report of Money Order Business	7530-02-000-9528	PO	SH	FIN	MDCIWB	N/A
PS 6075	12/06	12/06	Notice of Removal or Separation for Disability (Not OWCP)	7530-01-000-9530	PS	SH	FIN	IWEB	N/A
PS 6100-A	11/04	11/82	OPF Disclosure Accounting Form	7530-02-000-9531	PS	SH	CA	MDCIWB	N/A
PS 6100-B	11/04	11/82	OPF Disclosure Accounting Form (for law enforcement officials)	7530-02-000-9532	PS	SH	CA	MDCIWB	N/A
PS 6105	5/93	5/93	Disclosure of Information About Employees to Collective Bargaining Agents	7530-02-000-9533	PS	SH	FIN	MDCIWB	N/A
PS 6116	12/04	12/04	First-Class Metered Mail — Shortpaid Sampling Worksheet	N/A	PC	SH	PRI	IWEB	N/A
PS 6141	4/08	4/08	Retail Media Mail Service Inspection Log	N/A	PO	EA	RET	IWEB	N/A
PS 6166	5/07	5/07	STC Contractual Noncompliance	N/A	PS	SH	NET	IWEB	N/A
PS 6182	9/09	9/09	Commercial Invoice	7530-07-000-3483	PO	SE	GB	MDCIWB	WWW
PS 6183	9/21	9/21	USPS Commercial Invoice for OCPI	N/A	PO	EA	GB	e-IWB	e-WEB
PS 6205	3/00	3/00	FIRSTCLASS PHONECARD Inventory Tracking Sheet	N/A	PS	SH	O	IWEB	N/A
PS 6349	6/86	6/86	Issued Money Order Sales Record	7530-03-000-1018	PO	SH	FIN	HQO	N/A
PS 6354	5/06	5/06	Parcel Return Service Dispatch Log	N/A	PO	SH	MSS	IWEB	N/A
PS 6375	10/83	10/83	Uniform Allowance Stop Payment Notice	7530-02-000-9534	PS	SH	LR	MDCIWB	N/A
PS 6387	2/20	2/20	Rural Money Order Transaction Application	7530-02-000-9535	CR	EA	FIN	MDCIWB	N/A
PS 6401	8/16	8/16	Money Order Inquiry	7530-02-000-9536	PO	EA	FIN	MDC	N/A
PS 6510	10/20	10/20	Death Gratuity Payment Authorization	N/A	PS	EA	FIN	IWEB	WWW
PS 6558-C	5/06	5/06	Maintaining the New Carrier Edit Sheet	N/A	PO	SH	IMAQ	IWEB	N/A
PS 6558-E	5/06	5/06	Instructions for Completing the New Edit Sheet	N/A	PO	SH	IMAQ	IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 6558-R	5/06	5/06	Route Listing Report (Sample)	N/A	PO	SH	IMAQ	IWEB	N/A
PS 6684	3/83	3/83	Inquiry Concerning International Money Order Issued in the United States	N/A	PO	SH	FIN	HQO	N/A
PS 6700	8/99	8/99	Property/Evidence Custody Document	7530-05-000-0327	IG	SE	OIG	HQO	N/A
PS 6702	8/99	8/99	Access Control Log	7530-05-000-0329	OIG	SH	OIG	HQO	N/A
PS 6703	8/99	8/99	Currency Inventory and Certification	7530-05-000-0330	OIG	EA	OIG	HQO	N/A
PS 6704	8/99	8/99	Search Warrant Inventory	7530-05-000-0331	OIG	SH	OIG	HQO	N/A
PS 6705	8/99	8/99	OIG Property and Evidence Tag	7960-05-000-0328	OIG	EA	OIG	HQO	N/A
PS 6710	9/21	9/21	Communication Accommodation Request Form	N/A	PS	EA	ERM	IWEB	N/A
PS 6711	9/21	9/21	Communication Accommodation Plan for Employees Who Are Deaf or Hard of Hearing	N/A	PS	EA	ERM	IWEB	N/A
PS 6803	1/77	1/77	Wage & Separation Information	7530-03-000-1022	SC	SH	ERM	MDC	N/A
PS 6805	3/14	3/14	BRM/QBRM Application for ZIP+4 Code Assignment/Validation and QBRM Approval	7530-04-000-6400	PO	SH	CMO	MDCIWB	WWW
PS 6806	3/99	3/99	Mailpiece Irregularity/Resolution	7530-04-000-6401	PU	SH	PRI	MDCIWB	WWW
PS 6812	2/06	2/06	Non-Mailable Item Fact Sheet Log	N/A	PO	SH	NET	IWEB	N/A
PS 6813	7/13	7/13	Non-Mailable Item Fact Sheet	N/A	PO	SH	NET	IWEB	N/A
PS 6814	2/06	2/06	Air Transportation HAZMAT Log	N/A	PO	SH	NET	IWEB	N/A
PS 6815	6/14	6/14	Air Transportation Certification	N/A	PS	EA	IS	IWEB	N/A
PS 6831	9/12	9/12	Request for Headquarters Identification Badge	N/A	HQ	EA	IS	IWEB	N/A
PS 6831-A	9/20	9/20	Request for Facility (Non-Headquarters) Identification Badge	N/A	PS	EA	IS	IWEB	N/A
PS 6881	6/05	6/05	Disposition of Excess TSP Contributions Resulting From Erroneous Retirement Plan Placement	N/A	PO	SH	ERM	IWEB	N/A
PS 6886	1/88	1/88	Thrift Savings Plan Request for Retroactive Contributions	N/A	PS	SH	ERM	HQO, MDCIWB	N/A
PS 6886-A	12/09	12/09	Thrift Savings Plan — Request for Makeup Contributions for Retirement Coverage Error	N/A	PS	SH	HR	IWEB	N/A
PS 6900	9/13	9/13	Seized Asset Claim Form	N/A	PS	EA	IS	IWEB	WWW
PS 7020	5/98	1/78	Authorized Absence From Workroom Floor	7530-02-000-9539	PS	PD	O	MDCIWB	N/A
PS 7227	9/13	9/13	Local Cleaning Services Payment Authorization Form	N/A	PS	EA	FIN	IWEB	N/A
PS 7228	9/13	9/13	Local Cleaning Services Agreement Modification Form	N/A	PS	EA	FIN	IWEB	N/A
PS 7301	7/71	7/71	Power of Attorney to Receive Rent for Post Office Quarters	7530-02-000-9557	PS	SH	FAC	MDCIWB	N/A



PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 7305	8/83	8/83	Contractor's Request for Progress Payment	7530-02-000-9559	PO	SH	SM	MDC	N/A
PS 7307	7/71	7/71	Contractor's Release	7530-02-000-9561	N/A	EA	FAC	HQO	N/A
PS 7319	2/89	2/89	Contractor's Statement of Contingent or Other Fees	7530-02-000-9569	PS	SH	SM	MDC	N/A
PS 7330	9/91	6/86	Amendment to Solicitation	7530-02-000-9600	PS	EA	SM	MDCIWB	N/A
PS 7339	2/75	2/75	Shipping Instructions for Material in Storage (6-part set)	7530-02-000-9610	PS	SE	FIN	MDC	N/A
PS 7340	5/20	5/20	Property Transfer Request	7530-02-000-9611	PS	EA	FIN	IWEB	N/A
PS 7342	7/05	7/05	Material Inspection and Shipping Report (4-part set)	7530-02-000-9613	SO	ST	ENG	MDC	N/A
PS 7342-A	2/87	1/81	Material Inspection and Shipping Report (4-part set)	7530-02-000-9614	PS	EA	SM	MDC	N/A
PS 7355	10/06	10/06	Cleaning Agreement	N/A	PS	SH	SM	IWEB	N/A
PS 7357	9/83	9/83	NACON Register Data Sheet	7530-03-000-1040	HQ	SH	SM	HQO	N/A
PS 7364	4/89	4/89	Serviceable Property Tag (Excess) (4-part set)	7530-02-000-9623	PS	EA	SM	MDC	N/A
PS 7366	4/91	4/91	Funded Procurement Request (FPR)	7530-03-000-1041	HQ	SH	SM	HQO	N/A
PS 7366-A	1/81	1/81	FPR Safety Certification	7530-03-000-1042	HQ	SH	SM	HQO	N/A
PS 7370	8/90	7/89	Request for Non-Fund Cost Transfer	N/A	PS	EA	SM	LOC, IWEB	N/A
PS 7370-A	8/90	8/90	Request for Funds Transfer (continuation sheet)	7530-03-000-1043	PS	EA	SM	LOC	N/A
PS 7378	9/06	9/06	Contracting Officer Certificate of Appointment	N/A	HQ	EA	SM	HQO	N/A
PS 7380	6/01	6/01	MDC Supply Requisition	7530-02-000-9635	PS	SH	SM	MDCIWB	N/A
PS 7381	9/01	9/01	Requisition for Supplies, Services, or Equipment	7530-02-000-9636	PS	SH	SM	MDCIWB	N/A
PS 7405	12/91	12/91	Transportation Services Bid or Proposal and Contract for Regular Service	7530-02-000-9680	PS	SH	SM	MDC	N/A
PS 7405-A	12/91	12/91	Transportation Services Bid or Proposal and Contract for Emergency Service	7530-02-000-7421	PS	SH	SM	MDCIWB	N/A
PS 7405-B	12/91	12/91	Transportation Services Bid or Proposal and Contract for Temporary Service	7530-02-000-7409	PS	SH	SM	MDC	N/A
PS 7406	6/90	6/86	Amendment to Transportation Services Contract	7530-02-000-9681	PS	SH	SM	MDCIWB	N/A
PS 7409-A	12/91	12/91	Notice of Acceptance — Transportation Services Contract Bid or Proposal for Emergency Services	7530-02-000-7318	PS	EA	SM	MDCIWB	N/A
PS 7409-C	9/92	9/92	Acceptance Notice — Air Taxi Service Regular Contract Bid or Proposal	7530-02-000-9980	PC	EA	SM	MDCIWB	N/A
PS 7409-D	9/92	9/92	Acceptance Notice — Air Taxi Service Temporary Contract Bid or Proposal	7530-02-000-9981	PC	EA	SM	MDCIWB	N/A
PS 7423-A	2/87	2/87	Application to Lease	7530-02-000-9420	CE	SH	FAC	MDCIWB	N/A
PS 7430	4/85	4/85	Revocable License for Non-Government Use of Real Property	7530-02-000-9717	CE	SH	FAC	MDC	N/A

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PS 7431	3/08	3/08	Requisition for Pressure Sensitive Labels and Rack Headers	7530-02-000-9718	PS	SH	FIN	MDIAFC	N/A
PS 7433	8/91	2/83	Reparable Tag (self-mailer)	8135-00-000-5481	MD	SH	SM	MDC	N/A
PS 7435	12/91	12/91	Solicitation for Transportation Services Contract	7530-02-000-9723	PS	SH	SM	MDCIWB	N/A
PS 7436	12/91	12/91	Abstract of Bids or Proposals Received	7530-02-000-9750	PS	SH	SM	MDCIWB	N/A
PS 7437	1/87	1/87	Facilities Services Request (4-part set)	7530-02-000-9752	PS	SE	FAC	MDCIWB	N/A
PS 7439	12/91	12/91	Solicitation Record — Emergency Highway Contract	7530-02-000-9778	PS	SH	SM	MDCIWB	N/A
PS 7440	2/05	2/05	Contract Route Service Order	7530-02-000-9754	PS	SH	SM	MDCIWB	N/A
PS 7440-AT	9/92	9/92	Air Taxi Contract Route Service Order	7530-02-000-9983	PC	SH	SM	MDCIWB	N/A
PS 7444	5/82	5/82	Local Purchase Order (book/25 4-part sets)	7530-02-000-9760	PS	SH	SM	MDC	N/A
PS 7445	3/05	3/05	Inquiry Concerning Renewal of Transportation Services Contract	7530-02-000-9761	PS	SH	SM	MDCIWB	N/A
PS 7447	12/91	12/91	Transportation Services Renewal Contract for Regular Service	7530-02-000-9762	PS	SH	SM	MDCIWB	N/A
PS 7448	12/91	12/91	Notice of Renewal of Transportation Services Contract for Regular Services	7530-02-000-7410	PS	SH	SM	MDCIWB	N/A
PS 7448-A	12/91	12/91	Notice of Renewal of Transportation Services Contract for Temporary Services	7530-02-000-7424	PS	SH	SM	MDCIWB	N/A
PS 7454	9/92	9/92	Air Taxi Service — Route Operational Profile	7530-02-000-9426	PC	SH	SM	MDCIWB	N/A
PS 7455	9/92	9/92	Air Taxi Service Aircraft Requirements and Flight Personnel Qualifications (FAR 135)	N/A	PS	SH	SM	IWEB	N/A
PS 7456	9/92	9/92	Air Taxi Service Cost Worksheet	7530-02-000-9773	AC	SH	SM	MDCIWB	N/A
PS 7458	3/86	3/73	Air Taxi Service Action	7530-02-000-9775	PS	SH	SM	MDC	N/A
PS 7459	12/91	12/91	Extra Trip Log	7530-02-000-7411	PS	EA	SM	MDCIWB	N/A
PS 7461	7/88	7/88	Certificate of Transfer of Title to Leased Property	7530-02-000-9777	PS	SH	FAC	MDCIWB	N/A
PS 7463	12/91	12/91	Cost Statement — Highway Transportation Contracts	7530-02-000-9782	PS	SH	SM	MDCIWB	N/A
PS 7463-A	12/91	12/91	Negotiated Cost Statement — Highway Transportation Contracts	7530-02-000-9783	PS	SH	SM	MDCIWB	N/A
PS 7468-A	12/91	12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-02-000-9790	PS	SH	SM	MDC	N/A
PS 7477-A	1/86	7/80	Architect-Engineer's Performance-Design Phase Evaluation	7530-03-000-1050	PS	SH	SM	HQO	N/A
PS 7477-B	1/86	7/80	Architect-Engineer's Performance-Construction Phase Evaluation	7530-03-000-1051	PS	SH	FAC	HQO	N/A
PS 7478	1/81	1/81	Power of Attorney to Execute Lease	7530-03-000-1052	AR	SH	FAC	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 7486	1/86	1/86	Business and Farm Relocation Analysis	7530-02-000-9807	AR	SH	FAC	HQO	N/A
PS 7487	3/96	3/96	Residential Relocation Analysis	7530-02-000-9808	PS	SH	FAC	HQO	N/A
PS 7488	3/96	3/96	Relocation Needs and Availability Analysis	7530-02-000-9809	PS	SH	FAC	MDCIWB	N/A
PS 7495-A	1/87	5/76	Offset Statement (3-part set)	7530-03-000-8969	PS	SE	FAC	MDC	N/A
PS 7498-D	10/97	10/97	Facilities Environmental Checklist	7530-02-000-9429	PS	SH	FAC	MDCIWB	N/A
PS 7499	10/97	10/97	Transaction Screen Questionnaire	N/A	PS	SH	FAC	MDCIWB	N/A
PS 7500-H	3/13	3/13	ODIS-RPW Testing — Mail on Hold Placard	N/A	PO	EA	FIN	LOC	N/A
PS 7500-N	3/13	3/13	ODIS-RPW Testing — Test Notification Placard	N/A	PO	EA	FIN	LOC	N/A
PS 7500-R	3/13	3/13	ODIS-RPW Testing — Mail Released Placard	N/A	PO	EA	FIN	LOC	N/A
PS 7525	2/89	2/89	Postmaster's Construction Progress Report	7530-02-000-9817	CE	SH	FAC	MDCIWB	N/A
PS 7536	4/88	4/88	Bomb and Bomb Hoax Incident Report	7530-01-000-9796	IC	SH	IS	MDC	N/A
PS 8005	5/98	5/98	Promotion/Preferred Assignment Withdrawal Request	7530-02-000-9203	PS	SH	ENG	MDIWB	N/A
PS 8006	6/04	6/04	Uniform Allowance Code Sheet (for Regular, Contract, or Work Clothes Program)	7530-02-000-9225	PS	SH	LR	MDCIWB	N/A
PS 8007	12/88	12/88	Procurement Quality Feedback Report	7530-01-000-9800	PS	SH	SM	MDCIWB	N/A
PS 8008	12/88	12/88	Regional Delivery Order	7530-03-000-3591	PS	SH	SM	MDCIWB	N/A
PS 8009	1/01	1/01	Lost/Stolen Savings Bond Replacement Request	7530-02-000-7229	PS	SH	ERM	MDCIWB	N/A
PS 8010	1/89	1/89	Field Maintenance Office Evaluation — Field Maintenance Program	7530-01-000-9802	PS	SH	ENG	MDCIWB	N/A
PS 8013	1/92	1/92	Scale Transaction Daily Log	7530-02-000-9229	SD	SH	O	MDCIWB	N/A
PS 8015	1/03	1/03	Plant-Load Vehicle Log	7530-02-000-9236	PU	SH	O	MDCIWB	N/A
PS 8016	7/13	7/13	Plant-Load Mailing Log	7530-02-000-9274	PC	SH	NET	MDCIWB	N/A
PS 8017	6/13	6/13	Expedited Plant-Load Shipment Clearance	7530-02-000-9297	PS	SH	BMEP	IWEB	WWW
PS 8020	8/21	8/21	Report of Installation (Postmaster or Officer-In-Charge)	7530-02-000-9298	PS	EA	GR	IWEB	N/A
PS 8023	7/06	7/06	Personnel Selection Requirements Worksheet	7530-02-000-9743	PS	SH	ERM	MDCIWB	N/A
PS 8026	6/02	6/02	Expedited Shipment Agreement for Plant-Load Mailings	7530-01-000-9806	PU	SH	NET	MDCIWB	WWW
PS 8027	2/89	2/89	Semiannual Roof Maintenance Inspection Checklist	7530-01-000-9807	PS	SH	ENG	MDCIWB	N/A
PS 8028	3/92	3/92	Personal Statement of Benefits	7530-03-000-1084	SC	SH	ERM	MDC	N/A
PS 8038	2/17	2/17	Employee Statement to Recover Back Pay	7530-01-000-9907	PS	PD	ERM	IWEB	N/A
PS 8039	2/17	2/17	Back Pay Decision/ Settlement Worksheet	7530-03-000-3789	PS	SH	ERM	IWEB	N/A
PS 8040	8/10	8/10	Business Mail Acceptance Worksheet	7530-01-000-9906	PS	PD	BMEP	MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8041	10/15	10/15	Pre-arbitration or Agency Settlement Worksheet	7690-07-000-1171	PS	SH	ERM	IWEB	N/A
PS 8042	3/09	3/09	Bound Printed Matter Documentation Form	N/A	PS	SH	BMEP	IWEB	WWW
PS 8043	5/08	5/08	Request to Amend Electronic Official Personnel Folder (EOPF)	N/A	PS	SH	ERM	IWEB	N/A
PS 8046	10/89	10/89	Request for Part-Time or Return to Full-Time Employment	7530-03-000-1086	HQ	EA	ERM	HQO	N/A
PS 8047	3/06	3/06	Critical Event/Individual Status Report	7530-07-000-6225	PS	EA	O	MDCIWB	N/A
PS 8048	8/91	8/91	Commercial Emergency Vehicle Hire	7530-02-000-9746	VM	SH	FIN	MDCIWB	N/A
PS 8049	8/91	8/91	Vehicle Hire Pay Adjustment	7530-02-000-9747	VM	SH	FIN	MDCIWB	N/A
PS 8051	1/97	1/97	Maintenance Selection System Cover Sheet	N/A	PS	EA	ERM	NTA	N/A
PS 8059	8/09	8/09	Request for Relocation Management Firm (RMF) Service	7530-02-000-7232	PS	SH	FIN	IWEB	N/A
PS 8061	1/92	1/92	Application for Accelerated Reply Mail	7530-02-000-7233	PO	SE	MSS	MDC	P/F
PS 8064	3/90	3/90	Individual Presort Verifications Proficiency Log	7530-03-000-1087	BC	EA	PRI	LOC	N/A
PS 8065	3/90	3/90	Unit Presort Verifications Proficiency Log	7530-03-000-1088	BC	EA	PRI	LOC	N/A
PS 8066	3/05	3/05	Individual Employee Skill Assessment Log	7530-03-000-1089	PO	SH	CR	MDCIWB	N/A
PS 8067	3/90	3/90	Unit Skill Assessment Log	7530-03-000-1090	BC	SH	PRI	LOC	N/A
PS 8068	3/90	3/90	Employee Skill Assessment	7530-03-000-1091	BC	EA	PRI	LOC	N/A
PS 8069	8/09	8/09	Bypass Mail Log	7530-03-000-1092	PO	SH	BMEP	IWEB	N/A
PS 8072	3/05	3/05	BMAU Monthly Progress Report	7530-03-000-1095	PO	SH	CR	MDCIWB	N/A
PS 8073	3/05	3/05	Mail Arrival Profile Worksheet	7530-03-000-1096	PO	SH	CR	MDCIWB	N/A
PS 8074	1/05	1/05	Mail On-Hand Profile	7530-03-000-1097	BC	EA	PRI	MDCIWB	N/A
PS 8075	11/06	11/06	Mailer Notification Log Sheet for Disqualified Mailing	7530-03-000-1098	PO	SH	CR	IWEB	N/A
PS 8076	1/20	1/20	Authorization to Hold Mail	7530-02-000-8028	PS	EA	CMO	MDCIWB	WWW
PS 8077	3/90	3/90	Equipment Inventory	7530-03-000-1099	BC	EA	MSS	LOC	N/A
PS 8084	1/97	1/97	MSS Update/Setup Form	7530-03-000-1103	PS	EA	ERM	NTA	N/A
PS 8086	1/97	1/97	MSS Supervisor Evaluation	7530-03-000-1105	PS	EA	ERM	NTA	N/A
PS 8087	1/97	1/97	MSS Review Panel Evaluation Groups A, B, and D	7530-03-000-1106	PS	EA	ERM	NTA	N/A
PS 8088	1/97	1/97	MSS Review Panel Evaluation Group C ET10	7530-03-000-1107	PS	EA	ERM	NTA	N/A
PS 8096	6/98	7/90	Request to Pay Postage Refunds to Presenter of Mail	7530-03-000-1114	PO	SH	MSS	HQO, MDCIWB	WWW
PS 8099	5/00	2/00	Receipt for Recorded Delivery (For Int'l Mail, No Insurance Coverage Provided)	7530-02-000-7238	PU	EA	MSS	MDC	P/F
PS 8105-A	1/18	1/18	Funds Transaction Report (FTR)	7530-04-000-0302	PS	EA	FIN	MDCIWB	WWW
PS 8105-B	1/21	1/21	Suspicious Transaction Report (STR)	7530-04-000-0303	PO	EA	FIN	MDCIWB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8106	7/01	7/01	Letter Bill Exchange of Mail CN 31 (Manual Version)	7530-02-000-7513	XO	SE	GB	MDC	N/A
PS 8107	10/92	5/92	Air Parcel Post	7530-02-000-7245	AE	SH	GB	MDCIWB	N/A
PS 8108	1/91	1/91	Verification Note Bulletin de Verification CN 43	7530-02-000-7246	XO	SE	GB	MDC	N/A
PS 8112	1/91	1/91	International Parcel Post Verification Note CP 78 (formerly CP-13) (Manual Version)	7530-02-000-7250	XO	SE	GB	MDC	N/A
PS 8113	9/90	9/90	Contractor Request for Change, Deviation, or Waiver	7530-03-000-1117	PS	EA	ENG	HQO, MDCIWB	N/A
PS 8113-A	9/90	9/90	Contractor Request for Change, Deviation, or Waiver (continuation sheet)	7530-03-000-1118	PS	EA	ENG	HQO, MDCIWB	N/A
PS 8114	3/04	3/04	Subpoena, Office of Administrative Law Judges	7530-03-000-1119	HQ	SH	JD	HQO	N/A
PS 8115	10/90	10/90	Claim for Discount for Bulk Sale of Art/Pictorial Postal Cards	7530-03-000-1120	PS	EA	MSS	HQO	N/A
PS 8117	1/91	1/91	Statement of Net Weight of Airmail (AV-2) (Manual Version)	7530-02-000-7251	XO	SE	GB	MDC	N/A
PS 8123-A	4/91	4/91	Annual Report of Evaluations for Postal Facilities Under 6,500 Square Feet	7530-02-000-7254	PS	EA	MSS	MDC	N/A
PS 8125	7/14	7/14	Plant-Verified Drop Shipment (PVDS) Verification and Clearance	7530-02-000-7255	PU	SH	BMEP	IWEB	WWW
PS 8125-C	7/14	7/14	Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance	N/A	PU	SH	BMEP	IWEB	WWW
PS 8125-CD	1/01	1/01	Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance — DSMS	N/A	PU	SH	PRI	HQO	HQO
PS 8125-CP	6/00	6/00	Drop Shipment (PVDS) Verification and Clearance for Periodicals Paid	N/A	PU	SH	MSS	HQO	N/A
PS 8125-WS	8/99	8/99	DDU Appointment Worksheet for PVDS Mailings	N/A	PS	SE	NET	IWEB	N/A
PS 8126	6/07	6/07	Consolidated Originating RPW Test	7530-02-000-7256	PS	PD	FIN	MDCIWB	N/A
PS 8127	2/13	2/13	Rural Carrier Supplemental Payment	7530-02-000-8685	PS	EA	DEL	IWEB	N/A
PS 8131	9/94	9/94	Customer Address Data Base Modification	7530-03-000-1125	PS	EA	O	LOC	N/A
PS 8132	9/91	9/91	International Surface Mail Document Envelope	7530-02-000-8185	PO	EA	GB	MDC	N/A
PS 8133	3/92	3/92	Postal-Related Merchandise Inventory Report	7530-03-000-1126	PS	EA	MSS	LOC	N/A
PS 8134	3/92	3/92	Postal-Related Merchandise Quarterly Report	7530-03-000-1127	PS	EA	MSS	LOC	N/A
PS 8139	1/13	1/13	Your Role in Protecting the Security of the U.S. Mail	7530-03-000-9034	PO	EA	IS	IWEB	N/A
PS 8139-A	7/92	7/92	Telephone Requirements — Large Systems (13–5,000 instruments)	7530-03-000-1131	PS	SE	IT	HQO, MDC	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8139-B	7/92	7/92	Telephone Requirements — Small Systems 2–12 (instruments)	7530-03-000-1132	PS	SE	IT	HQO, MDC	N/A
PS 8141	1/13	1/13	Notice to Noncareer Employees Eligible to Enroll in FEHB Program	7530-02-000-7484	PS	SH	LR	IWEB	N/A
PS 8143	4/96	4/96	Equipment Checklist and Followup Review	N/A	PS	SH	O	LOC, MDCIWB	N/A
PS 8145	1/93	1/93	Contract Vehicle Inspection Report	7530-03-000-9105	DN	SE	O	MDCIWB	N/A
PS 8151	3/07	12/06	Answer Sheet for Test 460	7530-03-000-1134	TC	SH	ERM	MDC	N/A
PS 8151-S	7/94	7/94	Sample Answer Sheet for Test 460	7530-03-000-1135	PS	EA	ERM	NTA	N/A
PS 8152	6/93	6/93	Employee Daily Activity Card — MARS Form 3	7530-03-000-9249	PS	EA	ENG	MDCIWB	N/A
PS 8155	7/94	7/94	Answer Sheet for Test 470	7530-03-000-1136	PS	EA	ERM	NTA	N/A
PS 8156	6/93	6/93	Confined Space Inventory & Atmospheric Hazards Evaluation	N/A	PS	SH	ERM	LOC, MDCIWB	N/A
PS 8157	10/09	10/09	Temporary Confined Space Reclassification Certification	N/A	PS	EA	ERM	IWEB	N/A
PS 8158	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Batch Manifest Mailings)	7530-04-000-3018	PU	EA	PRI	MDCIWB	N/A
PS 8159	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet: Itemized Manifest Mailings	7530-03-000-9242	PU	EA	PRI	MDCIWB	WWW
PS 8160	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Standard Mail (A) Piece and Piece/Pound Rate Mailings)	7530-03-000-9243	PU	EA	PRI	MDCIWB	WWW
PS 8161	4/01	12/97	MMS Sampling/Postage Adjustment Worksheet (Bulk Rate Bound Printed Matter Mailings)	7530-03-000-9244	PU	EA	PRI	MDCIWB	WWW
PS 8163	5/07	5/07	Request for Fiscal Year Expense Accrual	7530-03-000-1139	PS	SH	FIN	MDCIWB	N/A
PS 8165	6/21	6/21	U.S. Postal Inspection Service Mail Fraud Report	7530-03-000-9387	PU	EA	IS	IWEB	WWW
PS 8166	4/99	4/99	PCES-I Recognition Award Recommendation	7530-04-000-6182	PS	SH	ERM	MDCIWB	N/A
PS 8170	1/16	1/16	Freedom of Information Act (FOIA) Request Report	7530-04-000-5463	PS	SH	GC	IWEB	N/A
PS 8171	4/01	4/01	Quarterly MMS Accuracy Worksheet	7530-05-000-4498	PU	EA	PRI	MDCIWB	N/A
PS 8172	4/01	4/01	MVRP Quarterly MMS Accuracy Worksheet	7530-05-000-4497	PU	EA	PRI	MDCIWB	N/A
PS 8175	6/94	6/94	International Direct Entry Statement	N/A	AE	EA	PRI	HQO	N/A
PS 8175-A	1/18	1/18	Postage Statement — International Direct Entry	N/A	AM	EA	GB	R	N/A
PS 8176	1/14	1/14	Premium Forwarding Service Residential (PFS-Residential) Application	7530-07-000-6197	PO	EA	RET	MDCIWB	MDCWEB
PS 8177	3/07	12/06	Answer Sheet for Test 630	7610-05-000-5292	TC	EA	ERM	MDC	N/A
PS 8178	3/07	12/06	473 Answer Sheet	7530-07-000-3493	TC	EA	ERM	IWEB	N/A
PS 8180	11/94	11/94	Request for Return Authorization	N/A	PS	EA	IT	LOC, IWEB	N/A
PS 8181	12/94	12/94	Project Service Agreement (PSA)	N/A	PS	EA	IT	HQO, IWEB	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8182	2/95	2/95	Radio Frequency Request	N/A	PS	SH	IT	NNS, IWEB	N/A
PS 8184	7/22	7/22	National and International Service Center (ISC) Zone Charts Matrix & Labeling Lists Product Order Form	N/A	NCS	EA	IMAQ	IWEB	WWW
PS 8187	4/16	4/16	Hazardous and Regulated Substance Release Notification	7530-03-000-7830	PS	EA	DPG	IWEB	N/A
PS 8190	4/16	4/16	USPS-NALC Joint Step A Grievance Form	7510-05-000-4168	PS	EA	LR	MDCIWB	N/A
PS 8191	3/07	3/07	USPS-NRLCA Joint Step 1 Grievance Form	7610-03-000-6538	PS	SH	LR	MDCIWB	N/A
PS 8192	8/17	8/17	FEDSTRIP/Address Activity Code Request	7530-04-000-6424	PS	SH	SM	IWEB	N/A
PS 8194	12/02	12/02	Record of Environmental Consideration	7530-03-000-7585	PS	SH	FAC	MDCIWB	N/A
PS 8200	11/99	11/99	Flexible Spending Account Enrollment Form	7530-02-000-9846	PS	SE	ERM	HQO	N/A
PS 8201	1/06	1/06	Pre-Tax Health Insurance Premium Waiver/Restoration Form for Career Employees	7530-03-000-8834	PS	SH	ERM	IWEB	N/A
PS 8202	1/13	1/13	Application to Elect or Waive Pretax FEHB Premium (for Noncareer Employees)	N/A	PS	SH	LR	IWEB	N/A
PS 8203	1/97	1/97	Order/Solicitation/Offer/Award	7530-03-000-9590	PS	EA	SM	MDCIWB	N/A
PS 8210	11/97	11/97	Work Authorization — Asbestos	N/A	PS	EA	FAC	IWEB	N/A
PS 8214	3/15	3/15	Certificate of Safety and Health Records Transfer	N/A	PS	EA	ERM	IWEB	N/A
PS 8216	8/03	8/03	Statistical Programs Planning Calendar for Monitoring Data Collectors	N/A	PS	SH	FIN	IWEB	N/A
PS 8217	12/13	12/13	Application for Use of Administrative Vehicle	N/A	PS	EA	FIN	IWEB	N/A
PS 8224	3/03	3/03	Greetings From America 50 State Quarters Subscription Form	N/A	PS	SH	CC	IWEB	N/A
PS 8231	7/14	7/14	Vendor Payment 1099 Reporting Form	7530-07-000-7118	PS	EA	FIN	IWEB	N/A
PS 8232	1/10	1/10	Payment for Personal Services Contracts	7530-07-000-8607	PS	SH	FIN	MDCIWB	N/A
PS 8676	7/15	7/15	Rights and Permissions Application	N/A	PU	EA	COO	IWEB	WWW
PS 8676-APP	6/14	6/14	Approved Shipper Rights and Permissions Application	N/A	PU	EA	DEL	IWEB	WWW
PS 8677-EDDM	11/12	11/12	Every Door Direct Mail Rights and Permissions Application	N/A	PU	EA	COO	IWEB	P/F
PS 8861-X	1/04	1/04	LDC 46 Unit/Route Review	N/A	PS	SH	DEL	HQO	N/A
PS 8862-X	1/04	1/04	LDC 46 Cluster Summarization of Findings	N/A	PS	SH	DEL	HQO	N/A
PS 8863-X	1/04	1/04	LDC 47 Operations Report Worksheet	N/A	PS	SH	DEL	HQO	N/A
PS 8864-X	1/04	1/04	LDC 46 Observations and Recommendations	N/A	PS	SH	DEL	HQO	N/A
PS 8865-X	1/04	1/04	LDC 46 SSSPC Workload	N/A	PS	SH	RET	HQO	N/A

PSIN	Edition	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8866-X	3/04	1/04	LDC Daily On-Site SSPC Review	N/A	PS	SH	RET	HQO	N/A
PS 8867-X	3/04	1/04	LDC Machine Performance Report	N/A	PS	SH	RET	HQO	N/A
PS 8868-X	1/04	1/04	LDC 46 Cluster Summary SSPC	N/A	PS	SH	RET	HQO	N/A



# 4 International Documents

## Listed by Postal Service Identification Number

International mail is mail that originates in the United States for delivery in a foreign country or mail that is addressed for delivery in the United States that originated in a foreign country. Member countries of the Universal Postal Union (UPU) have agreed to use certain documents in the processing and delivery of mail. In conjunction with that agreement, the Postal Service uses both directives and forms to help process and deliver international mail. The following table is a listing of the Postal Service documents that pertain to international mail. These documents are listed by their Postal Service Identification Number (PSIN). The UPU identifier, if applicable, is also included.

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
HBK F-59		6/92	International Exchange Office Procedures	7610-02-000-9915	MDC	FIN
HBK T-5		5/15	International Mail Operations	N/A	IWEB	MSS
IMMISSUE		11/22	Mailing Standards of the United States Postal Service, International Mail Manual	7610-02-000-9904	IWEB, PE	PRI
LAB 19-A		4/97	Par Avion Airmail	7690-02-000-8745	MDC	GB
LAB 19-B		1/02	Par Avion Airmail	7690-02-000-8746	MDC	GB
POS 123-S		1/13	Postal Rates and Fees	7690-03-000-4151	MDC	PRI
POS 263-A		9/90	Mexico Money Order Service	7690-03-000-0429	HQO	GB
POS 263-B		9/90	Mexico Money Order Service	7690-03-000-0430	HQO	GB
PS 468-A		12/91	Highway Transportation Contract — Bid or Renewal Worksheet	7530-03-000-8949	MDC	O
PS 543		2/85	Acknowledgement of Inquiry on International Mail	7530-03-000-0512	HQO	GB
PS 2734-B		7/99	Air Transportation Pay and Routing Adjustment — International and Military Mail	7530-02-000-7184	MDCIWB	GB
PS 2759		7/03	Report of Irregular Handling of Mail	7530-01-000-9756	MDCIWB	NET
PS 2766		8/91	Summary of Mail Handling Irregularities	7530-02-000-8183	MDCIWB	O
PS 2831		6/80	Request for Return Dispatch Particulars	7530-03-000-0800	HQO	PRI
PS 2832		6/81	Reasons for Returning C-9	7530-03-000-0801	HQO	PRI
PS 2833		2/92	Request for Further Information on International Mail	7530-03-000-0802	ICO	PRI
PS 2834-A		6/80	International Transit Mail — No Dispatch	7530-03-000-0804	HQO	PRI
PS 2860		4/83	Instructions Concerning International Claims	7530-03-000-0810	HQO	GB
PS 2860-A		6/80	Second Request Concerning International Claims	7530-03-000-0811	HQO	GB
PS 2860-NY		10/92	Instructions Concerning International Claims — New York	7530-03-000-0812	ICO	GB
PS 2865	CN 07	7/13	Return Receipt for International Mail	7530-01-000-9775	MDCIWB	GB
PS 2870		11/90	International Claim Jacket	7530-03-000-0813	HQO	GB
PS 2906		4/99	Steamship Notice — Departure Information	7530-01-000-9784	MDCIWB	GB
PS 2907		5/91	Export/Shipper International Exchange Office Dock/ Mail Receipt	7530-01-000-9785	MDCIWB	GB
PS 2911		12/81	Return to Sender (card)	7530-01-000-9787	MDC	GB
PS 2923	CN 17	1/86	Request for Return or Change of Address	7530-03-000-0814	HQO	GB

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
PS 2925		10/91	U.S.A./Canada Surface Mail Exchange	N/A	HQO	GB
PS 2927		1/80	Dispatch Record — Foreign Transit Closed Mails	7530-03-000-3587	MDCIWB	GB
PS 2933		3/08	Register of Uncollected Customs Charges	7530-01-000-9792	MDCIWB	FIN
PS 2937		4/03	Importer's Objections	7530-01-000-9793	MDCIWB	PRI
PS 2941	CN 41	3/98	Delivery Bill — Bordereau C 18bis (computerized)	7530-01-000-9794	MDC	GB
PS 2942	CN 38	4/06	Delivery List (AV-7)	7530-01-000-9810	MDC	NET
PS 2942-A	CN 38	11/92	Military Mail (AV-7)	7530-01-000-9811	MDC	GB
PS 2943	CN 33	1/96	Special List — Registered Items	7530-01-000-9812	MDC	GB
PS 2943-A	CN 33	4/91	Special List — Registered Items	7530-02-000-8207	MDCIWB	GB
PS 2944		6/71	Receipt for Customs Duty Mail	7530-01-000-9814	MDC	GB
PS 2948		6/80	Notice — International Mail Irregularity	7530-03-000-3556	MDC	GB
PS 2950		1/88	Load Record — Outbound	7530-01-000-9820	MDC	O
PS 2960		1/75	Inventory Record	7530-01-000-9821	MDCIWB	FIN
PS 2963		2/03	Statement of Mail Movement	7530-01-000-9823	MDCIWB	GB
PS 2968	CP 86	4/06	Parcel Bill	7530-03-000-3562	MDC	NET
PS 2970	CN 31	4/02	Letter Bill-Exchange of Mail	7530-01-000-9831	MDC	GB
PS 2976	CN 22	7/13	Customs Declaration CN 22— Sender's Declaration	7530-01-000-9833	e-IWB	GB
PS 2976-A	CP 72	7/13	Customs Declaration and Dispatch Note	7530-01-000-9834	e-IWB	GB
PS 2976-B	7/13	7/13	Priority Mail Express International Shipping Label and Customs Form	7530-17-000-0377	e-IWB	GB
PS 2976-E	CP 91	7/13	Customs Declaration Envelope — CP 91	7530-03-000-5174	MDC	NET
PS 2988	CN 37	5/08	Delivery Bill — Waybill (Computerized)	7530-01-000-9835	MDC	NET
PS 2988-M	CN 37	1/91	Delivery Bill — Waybill (Manual)	7530-02-000-7186	MDC	GB
PS 2989	CP 88	1/91	Special Parcel Bill CP 12 (Computerized)	7530-01-000-9836	MDCIWB	GB
PS 2990	CP 78	1/91	International Parcel Post Verification Note (Computerized)	7530-01-000-9837	MDCIWB	GB
PS 2993		4/88	Returned or Redirected Parcels	7530-01-000-9838	MDC	GB
PS 3653-B		11/96	Statement of Mailing — Global Priority Mail (Billing)	7530-03-000-8760	HQO	PRI
PS 3817		4/07	Certificate of Mailing	7530-02-000-9065	MDCIWB	MSS
PS 4794		10/78	Unserviceable/Repairable (tag)	7530-02-000-9322	MDC	ENG
PS 5006		1/13	Solicitud Para Envio de Dinero (Payment Order Application for Dinero Seguro)	7530-03-000-8649	MDCIWB	GB
PS 5626		3/01	Global Express Mail Service — Delivery Receipt for Inbound EMS Items Only	7530-02-000-9933	MDC	NET
PS 5674		1/91	EMS Express Mail International Service Manifest	7530-02-000-9511	MDC	O
PS 6684		3/83	Inquiry Concerning International Money Order Issued in the United States	N/A	HQO	FIN
PS 8106	CN 31	7/01	Letter Bill Exchange of Mail CN 31 (Manual Version)	7530-02-000-7513	MDC	GB
PS 8107	CP 87	10/92	Air Parcel Post	7530-02-000-7245	MDCIWB	GB
PS 8108	CN 43	1/91	Verification Note/Bulletin de Verification CN 43	7530-02-000-7246	MDC	GB
PS 8112	CP 78	1/91	International Parcel Post Verification Note CP 78	7530-02-000-7250	MDC	GB
PS 8117	CN 65	1/91	Statement of Net Weight of Airmail (manual)	7530-02-000-7251	MDC	GB
PS 8132		9/91	International Surface Mail Document Envelope	7530-02-000-8185	MDC	GB
PS 8175		6/94	International Direct Entry Statement	N/A	HQO	PRI
PUB 122-A		10/92	Customer Guide to Filing Inquiries and Claims on International Mail	7610-02-000-9934	MDC	GB
PUB 141		10/19	Global Express Guaranteed Service Guide	N/A	IWEB	GB
PUB 546		7/07	A Consumer's Guide to Sweepstakes and Lotteries	7610-03-000-4600	MDCIWB	IS
TAG 10		8/96	Supposed Liable to Customs Duty	7690-01-000-9236	MDC	GB
TAG 16		10/95	SAM	7690-03-000-9179	MDC	O
TAG 17		4/96	MOM	7690-02-000-9020	MDC	NET
TAG 18		1/94	PAL	7690-03-000-9178	MDC	O
TAG 115	CN 35	2/13	International Priority Airmail	7690-03-000-9169	MDC	GB

PSIN	UPU Number	Edition Date	Title	Stock Number	USPS Source	Org.
TAG 116	CN 35	3/16	Priority Mail Express International Service (PMEI) Presort Drop Shipment	7690-17-000-8007	MDC	GB
Tag 116-C		1/21	Priority Mail Express International Service (PMEI) Presort Drop Shipment for OCPI	7690-18-000-7712	MDC	GB
TAG 117	CP 84	3/16	Priority Mail International Service (PMI) Presort Drop Shipment	7690-17-000-8008	MDC	GB
Tag 117-C		1/21	Priority Mail International Service (PMI) Presort Drop Shipment for OCPI	7690-17-000-8008	MDC	GB
TAG 118	CN 35	3/16	First-Class Package International Service (FCPIS) Presort Drop Shipment	7690-17-000-8009	MDC	GB
Tag 118-C		1/21	First-Class Package International Service (FCPIS) Presort Drop Shipment for OCPI	7690-18-000-7617	MDC	GB
TAG 135-B		4/98	U.S. Mail White w/o State	7690-01-000-9257	MDC	O
TAG 135-E		6/78	U.S. Mail White/Red w/o State	7690-01-000-9258	MDC	O
TAG 155	CN 36	2/13	International Surface Air Lift	7690-03-000-9238	MDC	GB
TAG 158		11/00	M-bag Addressee Tag	7690-03-000-9135	MDC	GB
TAG 177	CN 42	2/90	Direct Transfer	7690-03-000-3762	MDC	O
TAG 178	CN 35	12/04	Airmail Bag Label LC (CN 35/AV 8) (white)	7690-02-000-7102	MDC	NET
TAG 179	CN 35	12/04	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	MDC	GB
TAG 181	CN 34	12/04	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	MDC	GB
TAG 183	CP 83/ 84	1/05	Surface Parcel Sack Tag (ivory)	7690-02-000-7107	MDC	NET
TAG 186		5/99	International Express Mail	7690-02-000-7109	MDC	GB
TAG 188		1/97	International Direct Entry Service	N/A	HQO	GB

## Listed by Universal Postal Union Number

International mail is mail that originates in the United States for delivery in a foreign country or mail that is addressed for delivery in the United States that originated in a foreign country. Member countries of the Universal Postal Union (UPU) have agreed to use certain documents in the processing and delivery of mail. In conjunction with that agreement, the Postal Service uses both directives and forms to help process and deliver international mail. As a reference, the following table lists the Postal Service documents that have a UPU identifier.

UPU Number	PS Number	Edition Date	Title	NSN	USPS Source	Org.
CN 07	PS 2865	7/13	Return Receipt for International Mail	7530-01-000-9775	MDCIWB	GB
CN 17	PS 2923	1/86	Request for Return or Change of Address	7530-03-000-0814	HQO	GB
CN 22	PS 2976	7/13	Customs Declaration CN 22 — Sender's Declaration	7530-01-000-9833	e-IWB	GB
CN 31	PS 2970	4/02	Letter Bill-Exchange of Mail	7530-01-000-9831	MDC	GB
CN 31	PS 8106	7/01	Letter Bill Exchange of Mail CN 31 (Manual Version)	7530-02-000-7513	MDC	GB
CN 33	PS 2943	1/96	Special List — Registered Items	7530-01-000-9812	MDC	GB
CN 33	PS 2943-A	4/91	Special List — Registered Items	7530-02-000-8207	MDCIWB	GB
CN 34	TAG 181	12/04	UPU CN 34/C-28 Sack Tag (blue)	7690-02-000-7105	MDC	GB
CN 35	TAG 115	2/13	International Priority Airmail	7690-03-000-9169	MDC	GB
CN 35	TAG 116	3/16	Priority Mail Express International Service (PMEI) Presort Drop Shipment	7690-17-000-8007	MDC	GB
CN 35	TAG 118	3/16	First-Class Package International Service (FCPIS) Presort Drop Shipment	7690-17-000-8009	MDC	GB
CN 35	TAG 178	12/04	Airmail Bag Label LC (CN 35/AV 8) (white)	7690-02-000-7102	MDC	NET
CN 35	TAG 179	12/04	UPU AV-8 Sac Vides Tag (green)	7690-02-000-7103	MDC	GB
CN 36	TAG 155	2/13	International Surface Air Lift	7690-03-000-9238	MDC	GB
CN 37	PS 2988	5/08	Delivery Bill — Waybill (Computerized)	7530-01-000-9835	MDC	NET
CN 37	PS 2988-M	1/91	Delivery Bill — Waybill (Manual)	7530-02-000-7186	MDC	GB
CN 38	PS 2942	4/06	Delivery List (AV-7)	7530-01-000-9810	MDC	NET
CN 38	PS 2942-A	11/92	Military Mail AV-7	7530-01-000-9811	MDC	GB
CN 41	PS 2941	3/98	Delivery Bill — Bordereau C 18bis (Computerized)	7530-01-000-9794	MDC	GB
CN 42	TAG 177	2/90	Direct Transfer	7690-03-000-3762	MDC	O
CN 43	PS 8108	1/91	Verification Note/Bulletin de Verification CN 43	7530-02-000-7246	MDC	GB
CN 65	PS 8117	1/91	Statement of Net Weight of Airmail (manual)	7530-02-000-7251	MDC	GB
CP 72	PS 2976-A	7/13	Customs Declaration and Dispatch Note	7530-01-000-9834	e-IWB	GB
CP 78	PS 2990	1/91	International Parcel Post Verification Note CP13 (Computerized)	7530-01-000-9837	MDCIWB	GB
CP 78	PS 8112	1/91	International Parcel Post Verification Note CP 78	7530-02-000-7250	MDC	GB
CP 83/84	TAG 183	1/05	Surface Parcel Sack Tag (yellow)	7690-02-000-7107	MDC	NET
CP 84	TAG 117	3/16	Priority Mail International Service (PMI) Presort Drop Shipment	7690-17-000-8008	MDC	GB
CP 86	PS 2968	4/06	Parcel Bill	7530-03-000-3562	MDC	NET
CP 87	PS 8107	10/92	Air Parcel Post	7530-02-000-7245	MDCIWB	GB
CP 88	PS 2989	1/91	Special Parcel Bill CP 12 (Computerized)	7530-01-000-9836	MDCIWB	GB
CP 91	PS 2976-E	7/13	Customs Declaration Envelope CP 91	7530-03-000-5174	MDC	NET

# 5 Miscellaneous USPS Documents

The following documents are not official directives and are not edited or published by Brand and Policy. They are listed here, with their sources, for your convenience. Contact the appropriate source to order copies or to correct addresses. For information about USPS documents that are not directives and are not listed below, call the USPS Library at 202-268-2904.

Title	Edition Date	Org.	Distribution	Source
Annual Report of the Postmaster General	Annual	CC	Mailed to employees, businesses, etc.	HQO
Commemorative Stamp Yearbook	Annual	GR	Sold to Public	PHL
Comprehensive Statement on Postal Operations	Annual	S&T	Limited	HQO
International Direct Marketing Guide	1993	PRI	Limited	HQO
MailPro	Monthly	PRI	Employees, business mailers	NCS
Memo to Mailers	Monthly	CC	Employees, small business mailers	NCS
The Postal Service Guide to U.S. Stamps	Annual	GR	Sold to public	PHL
USA Philatelic	Varies	GR	Mailed to interested members of the public	PHL
USPS Specifications for Fixed Mechanization and Automation	Varies	ENG		HQO
USPS Specifications for Nonfixed Mechanization and Automation	Varies	ENG		HQO
Vendor Solicitations	Varies	SM	Bidders upon request	HQO

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# 6 Alphabetical Listing of Documents

## Numerical

1995 Position Papers

PUB 130

473 Answer Sheet

PS 8178

## A

A Consumer's Guide to Sweepstakes and Lotteries

PUB 546

A Customer's Guide to Mailing

DMM 100

A Great Place to Work

PUB 60

A Great Place to Work (for local inserts)

KIT 15

A Great Place to Work for City Carriers

PUB 60-B

A Great Place to Work for Skilled Maintenance Workers

PUB 60-D

A Law Enforcement Guide to the U.S. Postal Inspection Service

PUB 146

A U.S. Postal Inspector's Guide to Internet Safety for Children

PUB 312

Abstract of Bids or Proposals Received

PS 7436

Acceptance Notice — Air Taxi Service Regular Contract Bid or Proposal

PS 7409-C

Acceptance Notice — Air Taxi Service Temporary Contract Bid or Proposal

PS 7409-D

Access Control Log

PS 6702

Accident Investigation Tort Claim Activities

MI PO-730-90-1

Accident Investigation Worksheet

PS 1700

Accident Report — Tort Claim

PS 2198

Accountability Examination Record

PS 3368-P

Accountable Mail

PS 3978-D

Accountable Mail Matter Received for Delivery

PS 3867

Accountable Paper Section

LAB 58

Accountbook for Post Offices and Financial Reporting Units — CAGs A-L

PS 1551

Accounting and Reporting Policy

HBK F-1

Accounting for Leases Pertaining to Real Property

HC 80-9

Accounting Policy Reference

HBK F-23

Accounting Services Systems and Processes

HBK F-20-A

Account Receivables Policies

HBK F-16

Accounts and Services To Be Paid Through CAPS

PS 6002

Accounts Payable Batch Control Sheet

PS 1918

Achieving a Violence-Free Workplace Together

POS 62

Achieving a Violence-Free Workplace Together

PUB 45

Acknowledgment of Inquiry on International Mail

PS 543

ACS Product Information Guide

PUB 8

Activity Analysis Procedure

HBK E-14

Adding or Deleting a Setting Location for Penalty Mail Postage Meters (2-part set)

PS 3631-G

Address Change Sheet

PS 1564

Address File Standardization on Diskette

PS 5603

Address Information System (AIS) Viewer Order Form

PS 5111

Adjudicating Authority for Claims for Financial Loss

MI FM-840-93-1

Adjudication — Tort Claims (4-part set)

PS 2106

Adjudication — Tort Claims (pad/100)

PS 2192

Adjustable Platform Stools	HBK E-4
Adjusting Postage and Fees for Official Mail (3-part set)	PS 3635-G
Administering Equal Employment Opportunity Official Time	MI EL-110-2018-1
Administrating the Pandering Advertisement Statute	NOT 241
Administration of Contract Delivery Service Routes	MI PO-531-2018-1
Administrative Policies for Use and Management of Geographic Information Systems Technology	MI AS-800-2018-3
Administrative Support Manual	ASMISSUE
Advance Payments	MI FM-610-2010-2
Advanced Facer Canceler System, Input Subsystem (AFCS-ISS), Operating System Guidelines	HBK PO-424
Advanced Sick Leave Authorization	PS 1221
Advertising and Media Planning Policy and Guidelines	MI AS-300-2011-3
Advice of Shipment/Stamp Invoice	PS 3309
A-E Pre-Screening Form	PS 5000
AEC Web Access Request Form	PS 5115
African Americans on Stamps: A Celebration of African-American Heritage	PUB 354
Agreement Between United States Postal Service and American Postal Workers Union, AFL-CIO, 2018–2021	HBK EL-912
Agreement Between the USPS and APWU, AFL-CIO, Covering Oper. Svcs., HQ, and Facilities Services Section, Merrifield, VA, 2006–2010	HBK EL-907
Agreement Between the USPS and APWU, AFL-CIO, Covering Information Technology/Accounting Services, 2017–2019	HBK EL-908
Agreement Between the USPS and IAMAW, AFL-CIO, Covering the Tool and Die Shop, 2007–2011	HBK EL-913
Agreement Between the USPS and National Association of Letter Carriers, AFL-CIO, 2019–2023	HBK EL-901
Agreement Between the USPS and the National Postal Mail Handlers Union, A Division of the Laborers' International Union of North America, AFL-CIO, 2019–2022	HBK EL-903
Agreement Between the USPS and National Postal Professional Nurses, 2012–2017	HBK EL-911
Agreement Between the USPS and NRLCA, 2018–2021	HBK EL-902
Agreement Between USPS and Postal Police Officers Association, 2017–2022	HBK EL-906
Agreement by a Hotel, Apartment House, or the Like	PS 3801-A
Agreement for Acceptance of Food	PS 6011
Agreement to Extend 180-Day EEO Investigative Process	PS 2565-C
Agreement to Extend 30-Day EEO Counseling Process	PS 2567-A
Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process	PS 2567-B
Agreement to Participate in REDRESS, an Alternate Dispute Resolution Process (Post Investigative)	PS 2567-D
AIM Accident/Incident Supervisor Worksheet	PS 1711
Air Carrier Rejected Mail	LAB 180
Air Container Placard	PS 2702
Air Contract Administrative Procedures	HBK PO-507
Air Contract Data Collection System (ACDCS)	HBK PO-414
Air Parcel Post	PS 8107
Air Taxi Contract Administration	HBK PO-509
Air Taxi Contract Route Service Order	PS 7440-AT
Air Taxi Mail Service Operational Evaluation	PS 2767
Air Taxi Mail Service Report (3-part set)	PS 2755
Air Taxi Service — Route Operational Profile	PS 7454
Air Taxi Service Accident/Incident Report	PS 2769
Air Taxi Service Action	PS 7458
Air Taxi Service Aircraft Requirements and Flight Personnel Qualifications (FAR 135)	PS 7455
Air Taxi Service Cost Worksheet	PS 7456
Air Taxi Service Reliability Report	PS 2754
Air Transportation Certification	PS 6815



Air Transportation HAZMAT Log	PS 6814
Air Transportation Pay and Routing Adjustment (3-part set)	PS 2734-A
Air Transportation Pay and Routing Adjustment — International and Military Mail	PS 2734-B
Aircraft Weight and Balance Data (2-part set)	PS 2768
Airlines Reply to Refusal/Removal of Mail	PS 2760
Airmail Bag Label LC (CN 35/AV 8) (white)	TAG 178
Alcohol and Drug Testing of Employees With a Commercial Driver’s License (CDL)	MI PO-720-2010-1
All for ADC	LAB A
All for Firm	LAB F
Allegations of Discrimination Based on Age	PS 2563-B
Allocating and Renovating Headquarters Space	MI AS-510-2021-6
Alternate Fuel Vehicle Strategic Plan	MOP EN-07-07-1997
Alternative Fuel Utilization for Postal Vehicles	MOP EN-6-25-1996
Alternative Fueled Vehicle Program	MOP EN-07-31-1996
Alternative Mail Security Installations	NOT 93
Always Carry a Valid Driver’s License	POS 545
Always Carry a Valid Driver’s License	POS 804
Amendment to Solicitation	PS 7330
Amendment to Transportation Services Contract	PS 7406
An Employee’s Guide to the Freedom of Information Act and the Privacy Act of 1974	PUB 550
An Introduction to Stamp Collecting	PUB 225
An Invitation to Join Your Postal Customer Council	PUB 218
Analysis of Changes: Agreement Between USPS and NRLCA, 2006–2010	HBK EL-902-A
Anchor Fixture Warning	LAB 232
Annual Estimate of Anticipated Penalty Mail Usage	PS 1952
Annual Leave Sharing Program	MI EL-510-2019-6
Annual Report of Evaluations for Postal Facilities Under 6,500 Square Feet	PS 8123-A
Annual Verification of Circulation (postal card)	PS 3845
Annual Verifications Checklist	PS 3568
Anonymous Mail	POS 207
Answer Sheet for Test 460	PS 8151
Answer Sheet for Test 470	PS 8155
Answer Sheet for Test 630	PS 8177
Anthrax Awareness, Protection and Reporting	MOP COO-10-24-01-3
AOI Project Support — Asbestos Surveys	MOP EN-11-14-1996
Applicant Drug Testing — Consent and Release	PS 2181-B
Applicant Medical Questionnaire	PS 2485-D
Applicant’s Guide for Responding to Personnel Selection Requirements on Form 991	PUB 555
Application for Accelerated Reply Mail	PS 8061
Application for Additional Mailing Office for Periodicals Publication	PS 3510-M
Application for CAPS Account	PS 6001
Application for Delivery of Mail Through Agent	PS 1583
Application for Employment	PS 2591
Application for General Delivery Service	PS 1527
Application for Listing and/or Prohibitory Order	PS 1500
Application for Periodicals Mailing Privileges	PS 3500
Application for Picture Permit Imprint	PS 3615-A
Application for Post Office Box Service	PS 1093
Application for Post Office Box Service Automatic Recurring Renewal Payment (Current Post Office Box Customers Only)	PS 1093-A

Application for Post Office Box™ Service Automatic Recurring Renewal Payment (Spanish)	PS 1093-A-S
Application for Promotion or Assignment	PS 991
Application for Reentry or Special Price Request for Periodicals Publication	PS 3510
Application for Refund of Fees, Products and Withdrawal of Customer Accounts	PS 3533
Application for Refund of Postage for Priority Mail Express International With Guarantee Service	PS 3533-GE
Application for Reinstatement	PS 999
Application for Use of Administrative Vehicle	PS 8217
Application to Act as a Commercial Mail Receiving Agency	PS 1583-A
Application to Elect or Waive Pretax FEHB Premium (for Noncareer Employees)	PS 8202
Application to Elect or Waive Pretax USPS Health Benefits Plan Premium	PS 3119
Application to Lease	PS 7423-A
Application to Mail at Nonprofit USPS Marketing Mail Prices	PS 3624
Application to Mail Under the Periodicals Centralized Postage Payment (CPP) System	PS 3542
Apply for a U.S. Passport Here (two-sided cling)	POS 614
Applying for Periodicals Mailing Privileges	HBK DM-204
Appointment Affidavits	PS 61
Approaches to Curbside Mailboxes	NOT 38
Approved Shipper Rights and Permissions Application	PS 8676-APP
Approved Shippers Program Field Kit	KIT 41
Arbitration Index — Contract (card)	PS 2733
Arbitration Index — Non-Removal (card)	PS 2731
Arbitration Index — Removal (card)	PS 2732
Architect-Engineer Project Requirements	HBK AS-506
Architect-Engineer's Performance — Construction Phase Evaluation	PS 7477-B
Architect-Engineer's Performance — Design Phase Evaluation	PS 7477-A
Area/Local Joint Labor-Management Safety and Health Committee Training	HBK EL-809-T
Area Mail Processing (AMP) Guidelines	HBK PO-408
Arrangement of Separations on Distribution Cases	PS 1620
Asbestos Control Programs	MOP EN-5-18-1998
Asbestos Management Guide	HBK AS-556
Assault Report on Law Enforcement Personnel	PS 2139
Assessing and Collecting Deficiencies in Postage or Fees	MI DM-140-2010-1
Assessment and Authorization Continuous Monitoring	MI AS-800-2020-4
Asset Management	HBK AS-701
Assignment of Claim to the USPS	PS 2577
Assignment Order	PS 1723
Auction Purchase Receipt	PS 4916
Audit Information Request — Postmasters' Statements of Account	PS 1926
Authorization and Release	PS 2181
Authorization and Release — Background Investigation (USPS Contractors and Employees of Contractors)	PS 2181-C
Authorization for BMC Acceptance (Third/Fourth-Class Bulk Mailings)	PS 4410
Authorization for BMC Entry (Second-Class Publications)	PS 4403
Authorization for Medical Attention (2-part set)	PS 3956
Authorization for Second-Class Mail Privileges	PS 3507
Authorization to Flag Employee's Accounts (3-part set)	PS 1915
Authorization to Hold Mail	PS 8076
Authorization to Operate	MI AS-800-2022-7
Authorization to Use or Disclose Protected Health Information	PS 2488
Authorized Absence From Workroom Floor	PS 7020

Automated Postal Center: APC “No-Cash” Label	LAB 309-F
Automated Postal Center: APC Safety Label (drop box warning sticker)	LAB 309-E
Automated Postal Center: Decal (debit/credit cards)	LAB 309-C
Automated Postal Center: Poster (stanchion)	POS 309
Automated Postal Center: Sign (horizontal — “Fast”)	LAB 309-A
Automated Postal Center: Sign (vertical — “Services”)	LAB 309-B
Automated Postal Center: Sign (vertical, small — “Self Service”)	LAB 309-G
Automated Postal Center: Sticker (drop box sticker)	LAB 309-D
Automated Postal Center Program	HBK PO-106
Automated Security Testing Requirements for USPS-Developed Applications	MI AS-800-2022-2
Automation and Retail Equipment	PUB 150
Automation Flats Template	NOT 124
Automation of Unemployment Compensation Information Requests	MOP ERM-02-17-2005
Automation Readability Video Series	NOT 276
Automation Template	NOT 67
Automotive Maintenance Workers	PUB 60-C
Auxiliary Rural Carrier Time Certificate	PS 1314-A
Award Recommendation/Authorization (Quality Step Increase)	PS 1727
Azure Cloud Environment Security Policies and Blueprint	MI AS-800-2021-1
<b>B</b>	
Back Pay	MI EL-430-2017-1
Back Pay Decision/Settlement Worksheet	PS 8039
Bait Money Order Program	MI IS-523-2019-1
Bank Transaction Record	PS 3176
Banking and Cash Management	HBK F-5
Bar Code and FIM Order Form for Unique Firm Business Reply Mail	PS 3649-A
Barcode Certification Customer Application	PS 5113
Barcode Certification Printer Submission Form	PS 5114
Barcoded Mail Route To BCS	LAB 208
Batch Header for Official Mail	PS 3637-G
Batch Ticket for Remittances Received	PS 1904
Because the Mail Matters	PUB 162
Bee Ware	LAB 27
Before, During, and After a Post Office Robbery	PUB 275
Bicycle Helmets	MI EL-823-2016-5
Bid for Preferred Assignment	PS 1717-B
Bid for Preferred Assignment (card)	PS 1717
Blank Blue Parcel Slide Translite	POS 612-X
“Blank” Menuboard (backlit — full-size)	SGN 326
Bloodborne Disease Exposure Control Plans	MI EL-810-2017-4
Blueprint for Facility Security	PUB 266
BMAU Monthly Progress Report	PS 8072
BMC Distribution Test — Sample Design and Data Reduction Procedures	HBK PO-864-1
BMC Van Unloading	MI PO-410-82-4
BMEU — Only You Can Prevent Revenue Loss	POS 54-A
BMEU — Only You Can Prevent Revenue Loss	POS 54-B
Board of Governors/Officers Expense Report	PS 1231
Bomb and Bomb Hoax Incident Report	PS 7536
Bombs by Mail	NOT 71

Borrower's Request (library charge card)	PS 1827
Bound Printed Matter Documentation Form	PS 8042
Box Delivery Contract Route Survey	PS 5408-X
Breast Cancer	PUB 30
Breast Cancer Research Stamp	MI PO-145-98-1
Breast Cancer Stamp	POS 50-B
Brief of Rural Route Changes	PS 4012
BRM Hold Placard — Fees Not Paid	PS 4830-A
BRM Hold Placard — Insufficient Funds	PS 4830-AIF
BRM Hold Placard — Mail Invoiced	PS 4830-C
BRM Hold Placard — Mail Not Invoiced	PS 4830-D
BRM Hold Placard — Not Processed	PS 4830-B
BRM/QBRM Application for ZIP+4 Code Assignment/Validation and QBRM Approval	PS 6805
Building and Site Security Requirements	HBK RE-5
Building Keys Inventory	PS 1629
Bulk Mail Acceptance Report	PS 2867
Bulk Mail Center Information Guide	PUB 306
Bulk Mail Center Network	POS 175
Bulk Proof of Delivery Application	PS 5053
Business and Farm Relocation Analysis	PS 7486
Business Card Order Form	PS 1868
Business Mail Academy Training Program	MI EL-720-2000-6
Business Mail Acceptance	HBK DM-109
Business Mail Acceptance Worksheet (pad/100)	PS 8040
Business Reply Mail — BRM Handling Time	MI DM-505-2012-1
Business Reply Mail — Management Oversight Review	MI DM-505-2014-1
Business Reply Mail Accounting System	HBK PO-140
Business Reply Mail Accounting System	PUB 46
Business Review Process Manager's Guide	PUB 73
Buy Stamps Fast	POS 644
Buy Stamps Here at Post Office Prices	LAB 226-C, LAB 226-D
Bypass Mail Log	PS 8069
<b>C</b>	
Calculation of Taxable Reimbursement — Grossing Up Allowance	PS 4878
Caller Service Fee Due (FIM C Marking)	NOT 32-C
Camera Notice	SGN 151
Cancellation of APWU Dues From Payroll Withholdings	PS 1186
Cancellation of Organization Dues from Payroll Withholdings	PS 1188
Cancellation Services Workorder (4-part set)	PS 3315
Cancelling Machine Readings and Handstamped Letter Size	PS 2329
CAPS Electronic Funds Transfer Authorization Agreement	PS 6003
Carrier Cost Systems	HBK F-55
Carrier Delivery Route — Summary of Count and Inspection (pad/50)	PS 1840
Carrier Release	LAB 235
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Official Rural Route Description (continuation,4-part set)	PS 4003-A
Official Seal-Do Not Break Until Authorized	LAB 105
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Offset Statement (3-part set)	PS 7495-A
OIG Fraud Awareness	POS 204
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Operating Log for Centrifugal Refrigeration Plants	PS 4994
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Operation of Automated Mail Processing System	MI PO-410-83-6
Operation Santa Letter Adoption (Individual)	PS 6012-I
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Order for Forms 3205 (card)	PS 3206
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Order Form for Forms 3356 Stamps Requisition (card)	PS 3357
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Package Search Request	PS 3760
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Parcel Select Ground for Internal Postal Service Shipping	MI DM-453-2016-1
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Parts/Supplies Issue Slip (Non-Stocked Locally Repaired Items)	PS 4820
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Pay Administration for Nonbargaining Unit Employees — Change to Lower Level	MOP ERM-05-17-2004-1
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Policy and Guidelines for Preventive Maintenance on Building Systems Equipment	MI AS-510-87-14
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Policy for Lodging for More Than 29 Consecutive Days for Postal Employees	MI FM-650-2018-2
Policy Memo	MOP FI-09-04-2003
Policy Memo — Statistical Programs Letter #1, FY 2015	MOP FI-09-06-2014
Policy Memo — Statistical Programs Letter #1, FY 2017: CCCS, RCCS, IOCS, ODIS-RPW, SIRVO- IODIS, SIRVI, and SPM	MOP FI-08-22-2016
Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2019: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, and SPM	MOP FI-08-30-2018
Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2021: CCCS, RCCS, IOCS, and ODIS-RPW	MOP FI-09-03-2020
Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2017: CCCS, RCCS, ODIS-RPW, IOCS, TRACS, SIRVO-IODIS, SIRVI, and SPM	MOP FI-12-08-2016
Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2018: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, SIRVI, and SPM	MOP FI-12-01-2017
Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2019: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, SIRVO-IODIS, and SIRVI	MOP FI-11-28-2018
Policy Memo — Statistical Programs Letter #2, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, IOCS and IOCS-Cluster, ODIS-RPW, SIRVO-IODIS, and SPM	MOP FI-12-03-2020
Policy Memo — Statistical Programs Letter #3, Fiscal Year (FY) 2020: CCCS, RCCS, TRACS, IOCS, SIRVI, and SPM	MOP FI-03-03-2020
Policy Memo — Statistical Programs Letter #3, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, ODIS- RPW, and SPM	MOP FI-03-03-2021
Policy Memo — Statistical Programs Letter #4, FY 2017: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, and SPM	MOP FI-06-01-2017
Policy Memo — Statistical Programs Letter #4, Fiscal Year (FY) 2020: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, SIRVO-IODIS, and SPM.	MOP FI-06-03-2020
Policy Memo — Statistical Programs Letter #4, Fiscal Year (FY) 2021: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, and SIRVO-IODIS	MOP FI-06-03-2021
Policy Memo — Statistical Programs Letter #5, Fiscal Year (FY) 2018: SIRVI	MOP FI-04-24-2018
Policy Memo — Statistical Programs Letter #6, Fiscal Year (FY) 2018: CCCS, RCCS, IOCS, TRACS, ODIS-RPW, and SPM	MOP FI-06-04-2018
Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2020: CCCS, RCCS, IOCS, ODIS-RPW, and SPM	MOP FI-09-04-2019
Policy Memo — Statistical Programs Letter #4, Fiscal Year (FY) 2020: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, SIRVO-IODIS, and SPM.	MOP FI-06-03-2020
Policy Memo — Statistical Programs Letter #1, Fiscal Year (FY) 2022: CCCS, RCCS, TRACS, IOCS, ODIS-RPW, and SPM	MOP FI-09-03-2021
Policy on Hoaxes and False Reports	MOP COO-11-16-2001
Policy on Shifting Funds from the Headquarters to the Field	MOP COO-10-26-1999-2
Policy Regarding Correspondence to Board of Governors	MOP PP-09-20-2000

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Postal Contract Unit Operations Guide	PUB 116
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Postal Employee's Guide to Safety	HBK EL-814
Postal Equipment Problem Feedback	PS 4568
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Postal Explorer User Guide	HBK AS-821
Postal Operations Manual	POMISSUE
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Postal Service Policy Dealing with Business Customers Mailing Cigarettes	MOP COO-10-22-2009
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Postal Service Telework Program for Nonbargaining Unit Employees	MI EL-310-2021-2
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USPS Official Mail — Automation Compliance	MI DM-130-92-1
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U.S. Postal Inspection Service: A Guide for the U.S. Congress	PUB 278
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U.S. Shipping Menuboard With GXG — Large Sustaining — No Pricing	SGN 442
U.S. Shipping Menuboard With GXG — Small Hook and Cord — No Pricing	SGN 450
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Unauthorized Use of Voyager Card for Private Rural Carrier Vehicles	MOP DR-02-06-2002-A
Uncollectible Check Report	PS 2131
Undelivered Mail Report (pad/100)	PS 1571
Understanding the Private Express Statutes	PUB 542
Uniform Allowance Cap Disbursements (3-part set)	PS 3236
Uniform Allowance Code Sheet (for Regular, Contract, or Work Clothes Program)	PS 8006
Uniform Allowance Stop Payment Notice	PS 6375
Uniform Vendors License Code of Ethical Conduct	PS 2458
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United States Postal Service Certification Practice Statement, Version 1	HBK AS-600
United States Postal Service Coloring and Activity Book	PUB 39
United States Postal Service Diversity and Inclusion Statement	MOP HR-06-29-2020-3
United States Postal Service Information Security Requirements for Suppliers	HBK AS-805-I
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